NORTH CENTRAL REGIONAL TRANSIT DISTRICT
BOARD MEETING AGENDA

December 4, 2015
9:00 AM - 1:00 PM
Jim West Regional Transit Center
Board Room

CALL TO ORDER:

1. PLEDGE OF ALLEGIANCE
2. MOMENT OF SILENCE
3. ROLL CALL
4. INTRODUCTIONS
5. APPROVAL OF AGENDA
6. APPROVAL OF MINUTES – November 6, 2015
7. PUBLIC COMMENTS

PRESENTATION ITEMS:

A. **Above and Beyond / Safe Driver Quarterly Awards**
Sponsor: Daniel Barrone, Chairman and Anthony J. Mortillaro, Executive Director.

ACTION ITEMS:

B. **Discussion and Possible Action on a Memorandum of Agreement (MOA) between the Village of Taos Ski Valley (Village) and the North Central Regional Transit District (District)**
Sponsor: Anthony J. Mortillaro, Executive Director
Attachment.

C. **Resolution 2015-31 Open Meeting Act for 2016**
Sponsor: Anthony J. Mortillaro, Executive Director.
Attachment.

D. **FY2015 Year-End Financial Summary Report**
Sponsor: Anthony J. Mortillaro, Executive Director and Troy Bingham, Finance Director.
Attachment.

E. **Discussion and Consideration of Adopting Amended Resolution No. 2015-32 Defining Standard and Practices for the Implementation of New Service Routes, Service Change Prioritization, Bus Stop Location Selection Criteria, and Route Service Level Designation.**
Sponsor: Anthony J. Mortillaro, Executive Director and Stacey McGuire, Planning, Projects and Grants Manager.
Attachment.

F. **Discussion and Possible Action on Asset Inventory Resolution No. 2015-33 Annual Inventory Certification**
Sponsor: Anthony J. Mortillaro, Executive Director and Troy Bingham, Finance Director.
Attachment.

DISCUSSION ITEMS:

G. **Financial Report October for 2015:**
Sponsor: Anthony J. Mortillaro, Executive Director and Troy Bingham, Finance Director.
Attachment.

H. **Finance Subcommittee Report:**
Sponsor: Chair Pete Sheehey and Anthony J. Mortillaro, Executive Director.
Minutes from October 30, 2015

I. **Tribal Subcommittee Report:**
Sponsor: Chair Lonnie Montoya and Anthony J. Mortillaro, Executive Director.
None

J. **Executive Report and Comments from the Executive Director:**

1) **Executive Report for November 2015**
2) **Performance Measures for October 2015**
3) **Ridership Report for October 2015**

MATTERS FROM THE BOARD

MISCELLANEOUS

ADJOURN

NEXT BOARD MEETING: January 8, 2016 at 9:00 a.m.

If you are an individual with a disability who is in need of a reader, amplifier, qualified Sign Language interpreter or any other form of auxiliary aid or service to attend or participate in the hearing of the meeting, please contact the NCRTD Executive Assistant at 505-629-4702 at least one week prior to the meeting, or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats.

North Central Regional Transit District
Board Meeting
Friday, November 6, 2015
Jim West Regional Transit Center
Española, New Mexico
9:00 a.m. - 1:00 p.m.

CALL TO ORDER:

A regular meeting of the North Central Regional Transit District Board was called to order on the above date by Mayor Daniel Barrone, Chair, at 9:12 a.m. at the Jim West Regional Transit Center, 1327 Riverside Drive, Española, New Mexico.

1. **Pledge of Allegiance**

2. **Moment of Silence**

3. **Roll Call**

Ms. Trujillo called the roll and it indicated the presence of a quorum as follows:

Members Present:	**Elected Members**	**Alternate Designees**
Los Alamos County	*Councilor Pete Sheehey*	
Rio Arriba County	*Councilor Alex Naranjo*	
Taos County	*Commissioner Jim Fambro*	
Town of Taos	*Mayor Daniel Barrone*	
Santa Fe County	*Commissioner Miguel Chávez*	
Nambé Pueblo		
Ohkay Owingeh	*Ms. Christy Van Buren*	

Pojoaque Pueblo		*Mr. Cameron Martínez (T)*
Santa Clara Pueblo	*Ms. Mary Lou Valério*	
City of Santa Fe		*Mr. Jon Bulthuis*
San Ildefonso Pueblo	*Ms. Lillian Garcia (T)*	
Tesuque Pueblo	Absent	
City of Española	*Councilor Tim Salazar*	
Town of Edgewood	*Councilor Chuck Ring*	
Rio Metro (ex officio)	*Elizabeth Carter*	

Staff Members Present
Mr. Anthony J. Mortillaro, Executive Director
Mr. Michael Kelly, Transit Operations Manager
Ms. Stacey McGuire, Projects and Grants Specialist
Mr. Jim Nagle, Public Information Officer
Mr. Troy Bingham, Finance Director
Ms. Shannon Sandoval, Financial Specialist
Ms. Daria Veprek, Human Resources Director
Ms. Jackie Trujillo, Executive Assistant

Others Present
Mr. Peter Dwyer, Legal Counsel
Mr. Carl Boaz, Stenographer
Mr. Ray Matthews, Santa Fe County
Mr. Mark Fratrick, Village of Taos Ski Valley
Ms. Delilah Garcia, NMDOT

4. INTRODUCTIONS

Everyone present introduced themselves to the Board and public.

5. APPROVAL OF AGENDA

Commissioner Chávez as amended (Mr. Vigil's presentation is tabled because he is not present.) Councilor Naranjo seconded the motion and it passed by unanimous (12-0) roll call vote with Town of Edgewood, City of Española, Los Alamos County, Ohkay Owingeh, Pojoaque Pueblo,

Rio Arriba County, Santa Clara Pueblo, City of Santa Fe, Santa Fe County, San Ildefonso Pueblo, Taos County, Town of Taos voting in the affirmative and none voting against.

6. APPROVAL OF MINUTES – October 9, 2015

Councilor Salazar moved to approve the minutes of October 9, 2015 as presented.

Ms. Mermejo asked for an amendment to correct the spelling of her name.

Councilor Salazar moved to approve the minutes of October 9, 2015 as amended.

Councilor Ring seconded the motion and it passed by unanimous (12-0) roll call vote with Town of Edgewood, City of Española, Los Alamos County, Ohkay Owingeh, Pojoaque Pueblo, Rio Arriba County, Santa Clara Pueblo, City of Santa Fe, Santa Fe County, San Ildefonso Pueblo, Taos County, Town of Taos voting in the affirmative and none voting against.

7. PUBLIC COMMENTS

There were no public comments.

PRESENTATION ITEMS:

A. Recognition of Mr. Tim Vigil'=s Service to the North Central Regional Transit District Board of Directors

This item was postponed under Approval of the Agenda.

B. Presentation of Employee Anniversary Awards

Mr. Mortillaro announced that a number of employees have reached 5 years of employment. We have been operating service for seven years. And today the Board is recognizing Ms. Dianne Vigil, Driver to Red River for her five years of service to the RTD.

Chair Barrone gave her a certificate and a gift and the Board, Staff and audience congratulated her for her service to the District.

ACTION ITEMS FOR APPROVAL/DISCUSSION:

C. Discussion and Consideration of Resolution No. 2015-31 Adopting the Long Range Transit

Service Plan

Mr. Mortillaro said the Board has been working on this s for the past 11 months. We had a number of public meetings throughout the region and after the August Board meeting, put it on the website for public review and got no comments.

So the plan is in the same as from August with perhaps formatting and minor word changes. This is the first LRP we have had. We did it to look out to the future and develop a direction for the next 20 years. We will make adjustments as we go forward.

Mr. Mortillaro highlighted a few sections of the document.

Page 39 - mission statement which is pretty much the same since inception with tweaking on economic development.

Page 40 - the Board developed a new vision statement which he read. A lot of goals and objectives are aligned to achieve the vision.

Page 41- we are undertaking performance based planning as required under MAP 21. We established a number of objectives related to those goals and strategies to achieve them and assigned priorities.

Page 59 - financial planning and developed scenarios as discussed in August. We spent much time in August getting to the conclusion on how to approach the scenarios. Page 64 is the conclusion with a strategic path with many steps.

Page 65 - steps are identified. One is to eliminate the sunset for GRT. We will have to do extensive polling about removing the sunset clause and whether anyone would even support an increase in GRT. We would go out in 2018 for an election to remove the sunset clause. Another scenario is to discuss the reallocation to partners.

Commissioner Chávez said if the sunset is not removed, then there would be no increase in GRT and that would make it more difficult to provide services.

Mr. Mortillaro said there are three bites at the apple. 2018, 2020 and 2023. We need to reauthorize the GRT in 2023. The NCRTD could not continue to operate without the GRT. The approach to take is up to the Board. It requires continuous education of the constituency about our services.

Commissioner Chávez said all members need to be part of that education.

Mr. Mortillaro agreed and the polling will be in several phases. About 80% of the cost for the LRSP was funded by a NMDOT grant and thanks to them for funding that.

Mr. Bulthuis moved to approve Resolution No. 2015-31 Adopting the Long Range Transit Service Plan with thanks to those who created it.

Mr. Bulthuis said many of us have struggled with this kind of strategic vision and he appreciated the work that went into this. It is incredibly valuable.

Chair Barrone seconded the motion. It gives us a path to follow. It is a good start.

Councilor Sheehey also appreciated the plan and it is a good statement of our vision and quite frank about the financial challenges we face and it is important for us to educate our constituencies. The good work over the past several years helps and he is reasonably confident that GRT can be renewed but getting an increase is a bigger challenge and we have to be very specific in advocating for it.

He hopes the polling is focused and people recognize us as we are and can demonstrate what an increase could do for us. The plan set forth is a good one and we have some work to do on it.

Commissioner Fambro appreciated that Taos was included in this. Now it has to occur with our governing bodies. Taos County is going to work with Town of Taos on it.

The motion passed by unanimous (12-0) roll call vote with Town of Edgewood, City of Española, Los Alamos County, Ohkay Owingeh, Pojoaque Pueblo, Rio Arriba County, Santa Clara Pueblo, City of Santa Fe, Santa Fe County, San Ildefonso Pueblo, Taos County, Town of Taos voting in the affirmative and none voting against.

D. Discussion and Possible Action on a Memorandum of Agreement (MOA) between the Village of Taos Ski Valley (Village) and the North Central Regional Transit District (District)

Mr. Mortillaro said prior to acquiring the Taos Chile Line Transit, the Town provided seasonal transportation to the Village of Taos Ski Valley thru an agreement. As part of the seasonal service they provided $30,000 and charged a $1 fare per trip. Also 5311 funds were received by Town from NMDOT and one of the hotels provided $1,000. When the District took over the transit, we agreed to provide transportation during the ski season and met in July with the Village Manager and Village Councilors and drafted an agreement. The Village considered it at their October which they approved the agreement but not the $30,000 match for service. We met last week with the Village and the Ski Corporation to talk about the service. Parking will be limited from construction there and the corporation is going to provide transit for their employees. The amount of service may need to be revised to not overlap. We will also work with hotels to get a sense of their need for service to the ski valley. That meeting has not happened yet.

The service would start December 20. What will make it or break it is the funding. Under the 5311 program, any fares collected get deducted on dollar for dollar basis. Fares at $2 could be $28,000 but would come off the $43,000 from 5311 and if the Village doesn't provide $30,000 it would be short $48,000 for the level of service. It might be a lower funding from the Village.

Mr. Mark Fratrick, Village Administrator, said from the Village Council perspective, the ski area at Taos Ski Valley generates much GRT for the County and RTD has been collecting it from the Ski Valley for several years and providing no service to the Ski Valley. So the Council felt the $40,000 GRT collected

could be more than its match of $30,000. There is unprecedented growth in the Ski Valley and GRT collections for July more than doubled. A lot of the increase in Taos County GRT is due to construction in the Ski Valley.

August is forecasted at more than double previous year. And we forecast more in the next 5-7 years. Every year we did put up the money for Town of Taos travel and he always got push back from the lodgers. The Ski Valley lodgers pay for a bus that picks up people from lodging places in Taos and brings skiers up. So the lodgers in the Ski Valley subsidize the lodgers in Taos by providing that service. The council noted that he fares would be doubled. They didn't understand about losing 5311 as fares come in.

The District is considering travel to Santa Fe Ski Area and that is quite a bit different than Taos Ski Valley. We have a village and residents and hotels with over 1,200 beds but Ski Santa Fe doesn't.

He talked with their Chamber and the Chamber Director wanted him to convey that 100-120 businesses in Taos Ski Valley and she would be willing to market the bus service to the Ski Valley if it happens. In running the numbers, the budget was about $79,000.

Mr. Mortillaro said the budget range is from $111,000 to $138,000.

Mr. Fratrick said the subsidy would be about $350 per round trip for that bus service up and down and that is expensive. It just came to light with Taos Ski Valley Inc. that all of their employees would be eligible to ride the Taos Ski Valley Inc. bus for free; not just construction workers. That is something we need to look at.

Mr. Mortillaro said that is an expansion from the meeting.

Mr. Fratrick didn't think the matter is concluded but he couldn't speak for the Council. It has been good working with RTD staff in explaining things and having them come to meet with us and how easy they are to talk with and work with.

Mr. Mortillaro clarified there were about 14,000 trips when Taos was operating it. He asked the bus operators who was riding it most. We were told that 80% were employees who work there. So with Taos Ski Valley Inc. providing free transportation, there is not much left for the RTD to take. So it would not be the 14,000 trips but he did not know what that number would be.

And he asked why they would charge fares if it would just come out of the 5311 funds. So we have to rethink the service with this new information and figure out what would work and how to fund it. He had no recommendation now and this will come back in December and if it happens, they would have to gear up quickly.

Commissioner Fambro asked how this affects the Taos Express that goes from Santa Fe to the Ski Valley. His family used to use the Taos Chili Line to get there to ski because it went right to the ski lift ticket window and now he would have to try something different to get there. He understood the Village will be a year round facility so the board has narrowed its thinking by just doing four months. A year-round operation would change those numbers.

Ms. McGuire said Taos Express should not be impacted regardless of this. The termination point is Taos County Administration and it goes to the Guadalupe/Loretto parking lot. It doesn't have that continuation going further up but we do need to be mindful of that.

Mr. Mortillaro agreed that one concern they have always had about the Taos Express is that it doesn't interconnect with service going to the Ski Valley.

Commissioner Fambro clarified he was talking about the one that left Santa Fe and went straight to Taos Ski Valley for $5.

Mr. Mortillaro said the Taos Express never went to the Ski Valley.

Ms. McGuire said when they took over the Taos service, they tried to coordinate connections but the existing schedules could not interconnect.

Mr. Mortillaro clarified that it was only on weekends. Chili Line doesn't operate on weekends.

Ms. Delilah Garcia, NMDOT, formerly Town of Taos, said they did implement a run to the Ski Valley as a direct run but was not utilized much and the next year they connected with the Ski Valley bus but to use it, the riders would have to spend the weekend at the Ski Valley.

Mr. Mortillaro said there is a desire to recognize more year-round access to Taos Ski Valley. We need to talk about summer service and is on our plate already for future discussions.

Commissioner Fambro pointed out that that this is the basis of our work with Valdez and Arroyo Seco too, to bring that year-round service.

Commissioner Chávez commented that this is about special routes and diversifying from the regional charge and that is good but it all depends on funding and cost sharing. Should it be for ski season or year round - that all depends on funding. It took the Board two to three years to make the trial run to Santa Fe Ski Area happen.

There are differences between Ski Santa Fe and Taos Ski Valley. In Ski Santa Fe, it was funded not just by RTD but City, County, Rio Metro and the Ski Santa Fe. It took several years to get comfortable with the contributions and all done on a trial basis. If it works, we can keep with it but if not, we have to pull the plug.

Commissioner Chávez read the resolution and emphasized provided funding is available

Mr. Mortillaro believed the cost forecast will come down.

Commissioner Chávez mentioned that the fare for Santa Fe Mountain Route is $5 each way and all the rest are free. The Taos is proposed at $2 each way.

Mr. Mortillaro pointed out that there are no federal monies with the Santa Fe route so the fare revenue doesn't get reduced by 5311 funding.

Mr. Mortillaro said the other difference is that the village is an incorporated political entity. Ski Santa Fe is just Forest Service land. So it would be no different than Questa or Red River.

Commissioner Chávez moved to postpone Action on the Memorandum of Agreement between the Village of Taos Ski Valley and the North Central Regional Transit District to the December meeting. Councilor Naranjo seconded the motion.

Mr. Fratrick said with no fares, ridership would be boosted a lot and it would be a big incentive for lodgers and businesses.

Commissioner Fambro said Mr. Fratrick has been very successful. He felt the youth ridership would increase unbelievably without a fare.

Mr. Fratrick agreed. He pointed out that the Corporation will be having concrete trucks running up there until February so transportation would be important.

Councilor Naranjo was confused with the term of service. Obviously they are working toward the ski season but proposing 90 days. He asked if the Village is willing to put up $30,000 for 90 days.

Mr. Fratrick said the Village Council voted no to that request.

Councilor Naranjo said it is puzzling to him why the Board would act in November for service beginning December 20 and now postponing it to December.

Mr. Fratrick explained that it has been an established service by the Town but the RTD agreed to continue the Chili Line service.

Commissioner Chávez said the Santa Fe Mountain Route started from scratch but here we have a service provider rolled into the RTD so we have something to build on.

Ms. Garcia said the service has been in operation since 1998. She added that employee ridership was a big chunk but as Commissioner Fambro mentioned, youth utilize it a lot during ski season. That gives young people a chance to do something when not in school.

Councilor Sheehey asked if it is a federal regulation that the 5311 funds are lost with fares.

Mr. Mortillaro said it isn't on 5307 but it is with 5311. It was part of the Chili Line and was carried over to the RTD as 5311 funding. If the Town of Taos had to endure the loss of 5311, then the Town had to make up the difference. These were preliminary early numbers when negotiating with them.

Ms. Garcia confirmed it was applied to everyone who got 5311 monies.

Mr. Mortillaro added that it was specifically given for this service.

Councilor Sheehey assumed the TSVI buses were temporary during construction to carry employees to the Village. The RTD still needs to ask for cash sharing among the Village, the Town and businesses in both places who would benefit.

Mr. Bulthuis asked for friendly amendment to ask Staff to continue negotiations to reach an agreement and that the fares be removed and get GRT as part of the picture.

Commissioner Chávez accepted that as friendly and also to ask all the parties to consider a reasonable contribution.

The motion, as amended, passed by unanimous (10-0) roll call vote with Town of Edgewood, City of Española, Los Alamos County, Ohkay Owingeh, Santa Clara Pueblo, City of Santa Fe, Santa Fe County, San Ildefonso Pueblo, Taos County, Town of Taos voting in the affirmative and none voting against. Pojoaque Pueblo and Rio Arriba County were not present for the vote.

E. Resolution No. 2015-32 Adopting NCRTD EEO Plan

Mr. Mortillaro said this is the District's first EEO plan since the payroll has reached 50 employees.

Ms. Veprek said she will be ensuring the application of this plan. She walked through the resolution and the way it was created with analysis and goals for 2016 and 2017. The program is a federal responsibility under Title 7. She explained that it is a mandate that personnel decisions are made without bias for race, color, religion, sex, national origin, disability, etc. and must be implemented through creation of a program for equal employment opportunity. The EEO Commission provides guidance in creating the policy and provides a standard for effective affirmative action and employment.

Some principles the federal government recommends are in our program already. It is more than social and moral activity but proactive with periodic assessments and forces its use for recruitment and program dissemination of where the District stands. It also offers great opportunity to reaffirm our position to all employees and potential employees that we are fair and committed to diversity.

She explained the processes used to ensure compliance and pointed out if we don't comply, it would affect federal funding eligibility but also this program minimizes costs by eliminating costly disputes.

She went through the utilization analysis in the Board packet starting on page 98, comparing District percentages with the market percentages. The result showed a need to increase white female representation; increase Hispanics in management; increase female employees; increase Native Americans in management functions; and develop a workforce that reflects changing labor markets - a multi-cultural team, embracing other minorities.

Councilor Sheehey said the District is a relatively small organization and values people who stay on the job. EEO is valuable. The problem is whether a small organization can reflect easily the actual percentages in the work force. And when we set goals - are they simply to have in mind when hiring and promoting or is there an obligation for a quota that would be penalized if we fail.

Ms. Veprek thought the District does a pretty good job in mirroring the area but if we are intentional in our practice, we can more accurately reflect the market.

Chair Barrone asked if there are consequences for not meeting the goals.

Mr. Dwyer said the District is trying to make a good faith effort. 90-94 has the nuts and bolts of the process. The District would follow the existing law and follow the CBA first but would hire on a merit basis. Ms. Veprek would assess the candidates based on this plan. She would analyze the pool of candidates and consider appeals, if made. But it is still important to hire based on merit.

Mr. Mortillaro added that since this is our first one, in the future, we would evaluate how our policies worked and how it can be reflected.

Councilor Sheehey said having a good policy and having management that executes it would help. But one lawsuit can be so expensive that it also upsets morale. This is preventative and not only makes a better organization but also a more fiscally responsible organization.

Councilor Ring thanked Ms. Veprek for a good presentation. One small nit on the last page 107, #5 - change developing to Adevelop a workforce.

Ms. Mermejo commended her for the work and it is very interesting detail. The analysis looks pretty good overall.

Ms. Carter noticed a typo on page 88 on responsibilities.

Mr. Bulthuis wondered if any CBA people here today had any comments. There were none.

Commissioner Chávez moved to approve the EEO policy with minor corrections. Councilor Sheehey seconded the motion and it passed by unanimous (11-0) roll call vote with Town of Edgewood, City of Española, Los Alamos County, Ohkay Owingeh, Rio Arriba County, Santa Clara Pueblo, City of Santa Fe, Santa Fe County, San Ildefonso Pueblo, Taos County, Town of Taos voting in the affirmative and none voting against. Pojoaque Pueblo was not present for the vote.

DISCUSSION ITEMS:

F. Discussion of the Demand Response DA / Paratransit Performance Measures for use for paratransit management and for reporting to the Board

Mr. Mortillaro said this new report will be incorporated into our performance measures and we want to have discussion on the format of this report.

Mr. Kelly said it is one of the newer tools for 5310 programs (paratransit or ADA). They are for equipment use with people with disabilities. They are complimentary transportation services specifically for people with disabilities on a par with a regular fixed-route system. A lot of this is provided with candidates going through eligibility process by completing an application and by a physician or care-giver and then is reviewed against the criteria provided. In some cases, it is verified door-to-door. The performance measures are like standards for the entire system.

We look at ridership within demand response service and cost of service and then per mile and per trip. We look at cancellations and late cancellations (no show). They are tracked. Then on-time stats. We have a 30-minute window - 10 minutes before and 20 minutes after.

The consumer relations - complaints have been included in the reports and those will be broken out. Most transit systems keep demand response separate. We have had it since Rio Arriba County joined the District. We have it with 5-year transit plan and brought the 3/4-mile zone within the four county area.

Commissioner Chávez left the meeting at 11:14 a.m.

Mr. Kelly said they recently consolidated with Taos who had a separate para-transit. So we have three areas of ADA service and have to do performance measures taking that all into consideration. As we incorporate paratransit into our whole system, we will know what the costs per trip and mile are. Part of this is on our new software.

Mr. Kelly reviewed each aspect of the performance measures which were identified in the Board packet.

After his presentation, there were no Board comments.

G. Quarterly Investment Report

Mr. Bingham reviewed the Quarterly Investment Report in the Board packet. He explained that this doesn't reflect reduction of liquidity. The average return for the quarter is 2.725% and average maturity is 6.3 months. He listed the banks where the investments are kept according to the maximum in each facility policy.

There were no questions.

H. Financial Report for September 2015

Mr. Bingham referred the Board to the financial report pages for September in the Board packet, beginning with page 127.

Ms. Valério left the meeting at 11:27 a.m.

After sharing the county by county GRT revenue, he pointed out that overall, they are at 110% of the budget and added that expenses are under the projected amounts. Although capital expenses are very low, the District will begin paying for buses in the coming weeks. All 16 buses have been ordered and most are expected to arrive before Christmas. At present, vehicle maintenance is still high.

Councilor Naranjo left the meeting at 11:31 a.m.

The Board had no questions concerning the Financial Report.

I. Finance Subcommittee Report

Councilor Sheehey said he was absent from the last meeting but Mr. Bingham has already covered what took place at the meeting.

J. Tribal Subcommittee Report

Mr. Mortillaro said they will try to have a meeting in December.

K. Executive Report for October 2015 and Comments from the Executive Director

1) Executive Report

2) Performance Measures for September 2015

3) Ridership Report for September 2015

Mr. Mortillaro said his report is in the packet and invited questions by phone.

He noted the Frito Pie flyer and asked Board members to come hungry with a donation in December.

He wished everyone a safe thanksgiving.

MATTERS FROM THE BOARD

Ms. Carter said Rio Metro got 13 new vehicles and its first Transit Review by the FTA. The Veteran's Pass is successful and they will extend it for another year through December 2016.

Mr. Mortillaro asked if veterans living anywhere were eligible. Ms. Carter agreed.

Mr. Bulthuis said the Santa Fe City Council just extended the veteran's benefit for Santa Fe Trails without regard to residence. If they don't have a VA card- they can come to our office and we issue a card for any US veteran.

Ms. Carter announced they hired a new Transit Manager for Valencia County.

Mr. Bulthuis said he was a great employee for Santa Fe Trails before that.

MISCELLANEOUS

Commissioner Fambro commended Rio Metro for expanding the veterans program. Taos County has been working with State on that too.

Ms. Mermejo announced that Ohkay Owingeh just created a veterans' office.

ADJOURN

NEXT BOARD MEETING: December 4, 2015

Commissioner Fambro moved to adjourn the meeting. Councilor Ring seconded the motion and it passed by unanimous voice vote.

The meeting was adjourned at 11:39 a.m.

Approved by:

_____
Daniel R. Barrone, Chair

Attest:

_____
Dennis Tim Salazar, Secretary

Submitted by:

Carl Boaz for Carl G. Boaz, Inc.

Agenda Report
NCRTD Board of Directors Meeting
Meeting Date: December 4, 2015

Agenda Item - B

Title: Discussion and Possible Action on a Memorandum of Agreement (MOA) between the Village of Taos Ski Valley (Village) and the North Central Regional Transit District (District)

Prepared By: Anthony J. Mortillaro, Executive Director

Summary: The attached MOA between the Village and District provides the terms and conditions related to the provision of seasonal public transit services to the Village of Taos Ski Valley. In the event that the Agreement is approved the commencement date for the provision of public transit services is December 20, 2015. The seasonal service will conclude on March 30, 2016. Other provisions within the agreement provide the following:

1. Scope of services to be provided (the service level as been reduced from what the Chile Line provided in order to not duplicate services being provided by the Taos Ski Valley Corporation employee shuttle service);
2. Funding for the seasonal service consists of $13,350.00 contribution by the Village payable on February 28, 2016, fare's will not be charged (this is a decrease from the prior year when the fare was $1.00), 5311 funds and District GRT matching funds. Had fares been charged it would have reduced the 5311 funding allocation on a dollar for dollar basis.

The Village Council will consider adoption of the MOA at its December 8, 2015 meeting, therefore the Board should consider adoption subject to the Village Council's approval.

District Staff, the Village Manager along with Ski Corporation staff have meet on various occasions to discuss this MOA and the service levels. Since the November 6, 2015 Board discussion the service level was reduced thereby reducing the costs and the amount of funding necessary to support the service.

Background: Annually the Town of Taos Chile Line entered into an agreement with the Village to provide seasonal transit services during the ski season. The District and the Village want to continue that seasonal service pursuant to the terms contained within the MOA.

Recommended Action: Staff recommends approval of an MOA between the Village and District for seasonal transit services, subject to the Taos Ski Valley Village Council's approval. In the event that the Taos Ski Valley Village Council does not approve the agreement, the staff would suggest that the Board provide staff direction.

Options/Alternatives:

1. Take no action; or
2. Adopt the recommendation, (recommended); or
3. Amend, modify or reject the recommendation and provide direction to staff.

Fiscal Impact: The costs and anticipated revenues from seasonal transit services to the Village was incorporated into the FY 16 budget. However, if the Village reduces or eliminates it contribution the current adopted budget may not be sufficient for the provisions of seasonal transit services.

Attachments:

Memorandum Agreement

MEMORANDUM OF AGREEMENT
BETWEEN THE VILLAGE OF TAOS SKI VALLEY
AND THE NORTH CENTRAL REGIONAL TRANSIT DISTRICT
TO PROVIDE A BUS ROUTE TO TAOS SKI VALLEY

This Memorandum of Agreement is entered into this 9th day of October 2015, by and between the NCRTD ("District"), a Regional Transit District organized and existing under the Laws of the State of New Mexico and specifically the Regional Transit District Act, NMSA 1978, Sections 73-25-1 et seq., and the Village of Taos Ski Valley ("Village"), a duly organized and incorporated municipality in the State of New Mexico, (collectively, the "Parties") for the purpose of operating a bus route to the Village t

WHEREAS, the District currently owns and operates the NCRTD Chile Line Public Transportation system;

WHEREAS, the Parties wish to provide bus service between the Village and the District for the purpose of employment and to encourage tourism;

WHEREAS, the Parties agree to enter into this Agreement to provide bus service to the Village of Taos Ski Valley.

NOW, THEREFORE IT IS AGREED between the parties as follows:

1. Services Provided by the NCRTD. The District will provide bus service consistent with the transit schedule of the District as outlined on Attachment "A", attached hereto and incorporated by reference herein. The services provided under this Agreement shall conform to the standards for service, policies and procedures of the District for general NCRTD transit services. The Parties acknowledge that the services as outlined on Attachment "A" may be altered, substituted, or reduced in the future if the NCRTD determines that changes are

warranted based upon ridership and the needs of the Parties. The Parties agree that any alteration, substitution, or reduction of any or all of the services will not be grounds for the termination or alteration of the Parties' obligations pursuant to this Agreement provided that the District continues to provide public transportation service to and from the Village equivalent to the service described in Attachment "A".

2. Fares. The District will not charge fares for this route.

3. Term of Service. The District shall provide sufficient District buses to provide the service as depicted in Attachment "A" for a term of three (3) months and ten (10) days; the District shall provide transit service from December 20th, 2015 through March 30th, 2016.

4. Sum Paid to the District. The Village agrees to pay the sum of $13,350.00 to the District, as full payment of the cost of service, on February 28, 2016. The check shall be made payable to the North Central Regional Transit District, Attention Finance Department at 1327 N. Riverside Drive, Española, NM 87532.

5. The Parties agree and acknowledge that the New Mexico Department of Transportation Transit/Rail Bureau's Section 5311 Program for Fiscal Year 2016 funding to the District includes services for the seasonal service extension to the Village of Taos Ski Valley. The parties agree that the funds provided thereunder shall be District funds and shall be used for the purposes set forth in the grant application.

6. Liability. As between the parties, each party shall be solely responsible for fiscal or other sanctions, penalties or fines occasioned as a result of its own violation or alleged violation of requirements applicable to performance of this Agreement. Each party shall be liable for its acts or failure to act in accordance with this Agreement, subject to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 1978, § 41-4-1 through 41-4-27. The parties hereto agree that this document is not intended, by any provisions or part hereof, to create any right to maintain a suit, claim or cause of action of any type whatsoever or however designated, by any individual or third party that is based upon, related to or arising out of any of the provisions of this Agreement.

7. Appropriations and Authorizations. This Agreement is contingent upon there being sufficient appropriations available and proper authorization from the respective governing bodies of the Parties. Each party shall be the sole and final determiner of whether sufficient appropriations and authorization exist. If this Agreement encompasses more than one fiscal year, this Agreement is contingent upon continuing appropriations being available.

8. Termination. This Agreement may be terminated at will, by either party, with or without cause. Termination shall be by written notice which shall be delivered or mailed (certified mail, return receipt) to the other party. If notice is by mail, notice (i.e., the effective day of termination) will be deemed to be effective thirty (30) calendar days from the date of the postmark. If notice is hand-delivered, termination is effective thirty (30) days from the time of delivery to the other party (personally or at his/her office) or when delivered to the Office of the Executive Director. If notified of termination, the District shall cease performing services upon the effective date of termination. If the Village terminates this contract, no refund will be forthcoming from the District. If the District terminates this contract it shall refund a prorated portion of the contract sum based upon days of service delivered. In no event shall termination nullify obligations of either party prior to the effective date of termination.

9. Severability. In the event that a court of competent jurisdiction finds that any term or provision of this Agreement is void, or otherwise unenforceable, all other terms and provisions shall remain intact and enforceable where not otherwise inconsistent with the Court's findings.

10, Scope of Agreement. This Agreement incorporates all of the agreements and understandings between the parties. No prior agreement(s) or understanding(s), verbal or otherwise, shall be valid or enforceable unless embodied in this contract.

11. Amendment(s) to this Agreement. This Agreement shall not be altered, changed, modified or amended, except by instrument, in writing, executed by both parties.

12. Applicable Law. This Agreement shall be governed by the Laws of the State of New Mexico and the resolutions, rules and regulations of the District. Any legal proceeding brought against the District, arising out of this contract, shall be brought before the First Judicial District Court, Santa Fe County, State of New Mexico.

13. Illegal Acts. Pursuant to N.M.S.A. 1978 (as amended), § 13-1-191, it shall be unlawful for either party to engage in bribery, offering gratuities with the intent to solicit business, or offering or accepting kickbacks of any kind. All other similar act(s) of bribes, gratuities and/or kickbacks are likewise hereby prohibited.

IN WITNESS HEREOF, the parties have executed the Agreement as of the date first written above.

NORTH CENTRAL REGIONAL TRANSIT DISTRICT

_____

Daniel Barrone, Chair

_____

Date signed

Attest

_____

Denis Salazar, District Secretary

VILLAGE OF TAOS SKI VALLEY

_____

Neil King, Mayor

_____

Date Signed

ATTEST:

_____
Vanessa N. Chisholm, Village Clerk

_____
Date signed:

APPROVED AS TO FORM

_____
Peter Dwyer, District Counsel

Date signed:_____

_____
Village Attorney:

_____
Date signed:

Attachment A

23

11-20-15

TSV GREEN ROUTE Start Date 12-20-15 - End Date 3-30-16

n 1 - One bus - 4 Trips rvsd 11-20-15

Northbound

Clock-in	Pre-trip & Deadhead	Comfort Suites	Hampton Inn Bus Stop	Paseo Dur & Roy Rd Bus Stop	Quality Inn	Bus stop Sun God Lodge/Don Fernando	Re-Max Bus Stop	Whitten Inn	Indian Hills Inn	El Monte Sagrado	Downtown Kit Carson Bus Stop	Kachina Lodge	North Lotta Burger Bus Stop	Taos Solar Center	150 Road & 410 - Lymon Road	Arroyo Seco Community Center	150 Road & 230 Road	TSV Childrens Center	TSV Ticket Office
7:15 AM	0:20	7:35 AM	7:38 AM	7:40 AM	7:45 AM	7:48 AM	7:50 AM	7:52 AM	7:55 AM	8:00 AM	8:05 AM	8:08 AM	8:10 AM	8:18 AM	8:23 AM	8:25 AM	8:29 AM	8:38 AM	8:40 AM
10:55 AM	0:10	11:05 AM	11:08 AM	11:10 AM	11:15 AM	11:18 AM	11:20 AM	11:22 AM	11:25 AM	11:30 AM	11:35 AM	11:38 AM	11:40 AM	11:48 AM	11:53 AM	11:55 AM	11:59 AM	12:08 PM	12:10 PM
	0:10	1:45 PM	1:48 PM	1:50 PM	1:55 PM	1:58 PM	2:00 PM	2:02 PM	2:05 PM	2:10 PM	2:15 PM	2:18 PM	2:20 PM	2:28 PM	2:33 PM	2:35 PM	2:39 PM	2:48 PM	2:50 PM
	0:10	4:20 PM	4:23 PM	4:25 PM	4:30 PM	4:33 PM	4:35 PM	4:37 PM	4:40 PM	4:45 PM	4:50 PM	4:53 PM	4:55 PM	5:03 PM	5:08 PM	5:10 PM	5:14 PM	5:23 PM	5:25 PM

Southbound

Layover	TSV Ticket Office	TSV Rest Area Right Side	150 Road & 230 Road	Arroyo Seco Community Center	150 Road & 410 - Lymon Road	Taos Solar Center	North Lotta Burger Bus Stop	Kachina Lodge	Downtown Kit Carson Bus Stop	El Monte Sagrado	Indian Hills Inn	Pinion Plaza Across from Whitten Inn	Albertson's Across from Re-Max	Taos Java Across from Sun God Lodge	Comfort Suites	Hampton Inn Bus Stop	Paseo Dur & Roy Rd Bus Stop	Quality Inn		Clock-Out	Total Time
0:10	8:50 AM	8:52 AM	9:00 AM	9:04 AM	9:06 AM	9:10 AM	9:18 AM	9:20 AM	9:23 AM	9:28 AM	9:33 AM	9:36 AM	9:38 AM	9:40 AM	9:43 AM	9:48 AM	9:51 AM	9:55 AM	0:10	10:05 AM	2.83
0:15	12:25 PM	12:27 PM	12:35 PM	12:39 PM	12:41 PM	12:45 PM	12:53 PM	12:55 PM	12:58 PM	1:03 PM	1:08 PM	1:11 PM	1:13 PM	1:15 PM	1:29 PM	1:31 PM	1:32 PM	1:35 PM			
0:15	3:05 PM	3:07 PM	3:15 PM	3:19 PM	3:21 PM	3:25 PM	3:33 PM	3:35 PM	3:38 PM	3:43 PM	3:48 PM	3:51 PM	3:53 PM	3:55 PM	3:58 PM	4:03 PM	4:06 PM	4:10 PM			
0:15	5:40 PM	5:42 PM	5:50 PM	5:54 PM	5:56 PM	6:00 PM	6:08 PM	6:10 PM	6:13 PM	6:18 PM	6:23 PM	6:24 PM	6:28 PM	6:30 PM	6:33 PM	6:38 PM	6:39 PM	6:45 PM	0:20	7:05 PM	8.17
																					11.00

77.0 hours per week = 2 Temps 101 days @ 1111 hours = .53 FTE

Agenda Report
NCRTD Board of Directors Meeting
Meeting Date: December 5, 2015

Agenda Item - C

Title: Resolution 2015-31 Open Meeting Act for 2016

Prepared By: Anthony J. Mortillaro, Executive Director

Summary: This is a resolution to adopt the annual policy for regular Board meetings for 2016. Included in the resolution are stipulations for time, location, dates, subject matter, and requirements for notices for all regular Board meetings as well as for "special" or "emergency" Board meetings. These requirements are according to the provisions of New Mexico's "Open Meetings Act." Although not required by the Open Meetings Act, this Resolution also complies with requirements of the Americans with Disabilities Act. Specifically, this Resolution requires that information helpful to individuals with disabilities be included in the notice of public meetings.

Resolution 2015-31 specifically states the provisions for public notices in order to accommodate the public's attendance at NCRTD Board meetings or at any meeting of a quorum by the Board.

Please note that all regular scheduled meetings of the Board are on the first Friday of each month, unless noted otherwise.

Background: New Mexico state statute requires adoption.

Recommended Action: It is recommended that the Board adopt Resolution 2015-??.

Options/Alternatives: N/A

Fiscal Impact: None

Attachment:
Resolution 2015-31

North Central Regional Transit District (NCRTD)

Resolution 2015-31

OPEN MEETINGS

WHEREAS: Section 10-15-1 (B), NMSA 1978 Provides that "All meetings of a quorum of members of any board, commission, administrative adjudicatory body or other policy-making body of any state agency, or any agency or authority of any county, municipality, district or any political subdivision held for the purpose of formulating public policy, including the development of personnel policies, rules regulations or ordinances, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of any board, commission or other policy-making body, are declared to be public meetings open to the public at all times, except as otherwise provided in the constitution of New Mexico or the Open Meetings Act"; and,

WHEREAS: Section 10-15-3 (A), NMSA 1978 Provides that "No resolution, rule, regulation, ordinance or action of any board, commission, committee or other policy-making body shall be valid unless taken or made at a meeting held in accordance with the requirements of NMSA 1978, Section 10-15-1"; and,

WHEREAS: Section 10-15-4, NMSA 1978 Provides that "Any person violating any of the provisions of NMSA 1978, Section 10-15-l or 10-15-2 is guilty of a misdemeanor and upon conviction shall be punished by a fine of not more than five hundred dollars ($500) for each offense."

NOW, THEREFORE, BE IT RESOLVED by the governing body of the NCRTD, that:

1. Notice shall be given at least 72 hours in advance of any regular or special meeting of a quorum of the members of the governing body at which the Board will formulate public policy, discuss public business or take action. 2. The regularly scheduled meetings of the governing body will be normally held on the first Friday of each month. Meetings will begin at 9:00 am. Location of Board meetings will be at the Jim West Transit Center, 1327 North Riverside Drive, Espanola, New Mexico. In the event that the regular meeting date falls on a legal

holiday, the NCRTD Board shall designate an alternate meeting date and/or time at the regular meeting prior to the holiday and shall cause advance notice of the changed meeting date and/or time to be published as provided in this Resolution. In the event that a regular meeting of the governing body is changed to a different location, advance notice of the meeting location shall be posted as provided in this Resolution. The following are the dates of the regular meetings for the Calendar year 2015:

January 8, 2016	February 5, 2016	March 4, 2016
April 8, 2016	May 6, 2016	June 3, 2016
July 8, 2016	August 5, 2016	September 9, 2016
October 7, 2016	November 4, 2016	December 9, 2016

3. Notice shall be given at least seventy two (72) hours in advance of any special meeting of a quorum of the members of the governing body, Board, committee, or other policy-making body held for the purpose of formulating public policy, discussing public business, or taking formal action within the authority of such body.

4. All meetings of the NCRTD Board and Committees of the NCRTD Board shall be conducted pursuant to the procedural rules as adopted and from time to time amended by the NCRTD Board.

5. The notice requirements of Sections 1, 2 and 4 of this Resolution are complied with if the notice provides the date, time, place and subject matter of any regular or special meeting along with a copy of the agenda or information on how the public may obtain a copy of the agenda. The agenda may serve as notice of the meeting if it contains all required information. The agenda shall be posted or made publicly available at least 24 hours prior to the meeting except in the case of emergency meetings.

   "Giving of notice" shall mean posting of the resolution on the "notice board" located at the NCRTD Administration Offices or by posting the notice online on the District's website. This Resolution shall also be made available in the office of the NCRTD which shall maintain the posting for public inspection within the time limits specified.

   Notice shall be provided to all FCC licensed broadcast stations and newspapers of general circulation that have provided a written request for notice of meetings.

   In addition to the information specified above, all notices shall include the following language:

   "If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language, interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing of the meeting, please contact the NCRTD Executive Assistant at 505-629-4702 at least one week prior to the meeting, or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats."

6. Notwithstanding any other provisions of Sections 1 through 5 of this Resolution, the NCRTD Board may establish such additional notice requirements as may be deemed proper and advisable to comply with the provisions of the Open Meetings Act.

7. A meeting or portion thereof may be closed in accordance with provisions contained in NMSA 1978, Section 10-15-1 (H) of the Open Meetings Act.

8. Notwithstanding any other provision of sections 1 through 6 of this Resolution, the governing body of the NCRTD may call, with whatever notice is possible under the circumstances, a meeting of the governing body, any board, commission, committee or other policy-making body of the District to consider or act on any emergency matter which appears to pose clear and immediate danger to the health, welfare or safety of the inhabitants of the District or which is likely to result in substantial financial loss to the District.

9. Because the District encompasses a large geographical area with board and committee membership spread over this large region, its membership may participate in a meeting by means of a conference telephone or other similar communications equipment when it is otherwise difficult or impossible for the member to attend the meeting in person, provided that each member participating by conference telephone can be identified when speaking, all participants are able to hear each other at the same time and members of the public attending the meeting are able to hear any member of the public body who speaks during the meeting.

PASSED, APPROVED AND ADOPTED BY THE GOVERNING BODY OF THE NORTH CENTRAL REGIONAL TRANSIT ON THIS 4TH DAY OF DECEMBER 2015.

_____

Daniel Barrone, Chairman

Approved as to form:

_____

Peter Dwyer, Counsel

Agenda Report
NCRTD Board of Directors Meeting
Meeting Date: December 4, 2015

Agenda Item - D

Title: FY2015 Year-End Financial Summary Report

Prepared By: Troy Bingham, Finance Director

Summary: The North Central Regional Transit District (NCRTD) has completed its FY15 Audit of 12 months of financial activity ending June 30, 2015. The standard for expenses and revenue is at 100% of the budget for FY15.

At mid-year the NCRTD anticipated a modest surplus in Gross Receipt Tax (GRT) revenue and expenditures to perform as budgeted. The intent of this review to apprise the Board of the end result for the fiscal year in relation to actual budgetary performance before FY2017 Budget has started.

Background:

Revenue: NCRTD is reporting year-to-date actuals for expenditures and revenues as of June 30, 2015. The District had anticipated a total deficit in federal revenues of -$ 765,693 during the mid-year review related to slow capital expenditures on grants leading to slow reimbursement by the grants. The year to date year ending actual deficit was -$ 827,609, as a result the District revenues deficit was $ 61,916 less than projected at mid-year.

Gross Receipt Tax (GRT): The revenue surpluses was mainly due to conservative estimates for GRT during the FY2015 budget preparation. The actual revenues at the time of projection were inconclusive indicators of future performance but were the best information available. By October 2014, three of the four counties were above their GRT estimates so a modest surplus was projected for overall GRT revenues in the amount of $ 92,441. At year end the total surplus was $437,541, a difference of $345,100.

The following counties projected GRT as compared to actuals were as follows:

- Santa Fe County – anticipated increase was +3.5% or $156,761, the actual increase was $192,219 or +5%, which was $35,458 higher than projected.

- Taos County – anticipated increase was +8% or $68,533, the actual increase was $119,883 or +16%, which was $51,350 higher than projected.
- Los Alamos County – anticipated decrease was -10% or -$ 134,448, the actual increase was $71,732 or +6%, which was $206,180 higher than projected.
- Rio Arriba County – anticipated increase was ~0% or $1,594, the actual increase was $53,707 or 10%, which was $52,113 higher than projected.

Miscellaneous Revenues: NCRTD received $92,909 in proceeds from transit fares, bank interest, insurance proceeds, and non-cash activities. Total projected revenue was $60,000.

Expenditures:
The NCRTD has recorded all the expenditures year-to-date as of June 30, 2015. NCRTD reports monthly to the Board on expenditures trends and causal relationships.

The breakdown of expenditure savings vs. budget are as follows:

- Attrition savings from open positions was a salary and benefit savings of $335,491
- Vehicle Maintenance overage of $90,301 was covered by the fuel savings of $94,866 in the same department
- Expected operations of Santa Clara tribal transit route was less than anticipated, which generated a budget savings of $241,582
- RTD Partner payments paid to Rio Metro-RailRunner were higher than budgeted due to our contractual arrangement of sharing 50% the Santa Fe County Transit GRT revenue surplus of $192,219 or an additional $96,109 for the year
- Capital Outlay projected budget savings of $265,210, the actual savings $997,094 due to slow production of buses by the contractor. The actual amount spent for the year $480,734.

The total projected savings from expenditure was $362,545 and the actual savings came in at $1,619,831 a difference of $1,257,286 more in overall savings.

Overall summary:
Overall revenues were less than budgeted and expenditures were less than budgeted. The actual revenues of $9,579,670 (less Non-cash Transactions of $33,600) exceeded expenditures of $8,869,305 by $710,365 for FY2015.

Recommended Action: At the Finance Subcommittee Meeting held on November 20, 2015, the Committee moved to unanimously recommend the item to the Board of Directors for further discussion.

Options/Alternatives: Presentation and discussion only

Fiscal Impact: See financial summary

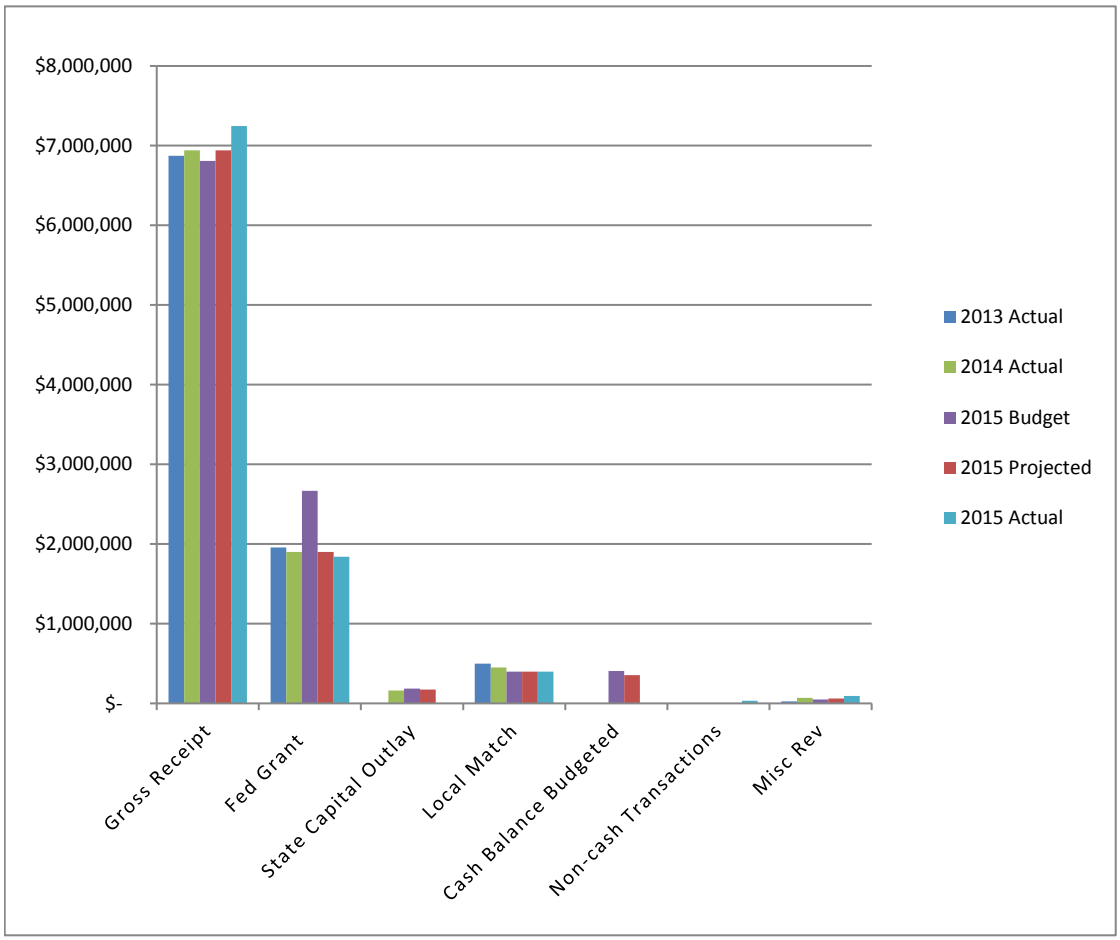
Attachments:
FY15 Year-end Review Charts-Data

Year-end Budget Review

FY2015 (July 1, 2014 to June 30, 2015)

NCRTD Revenue by Sources

As of October 7, 2015 (End of Audit Fieldwork)

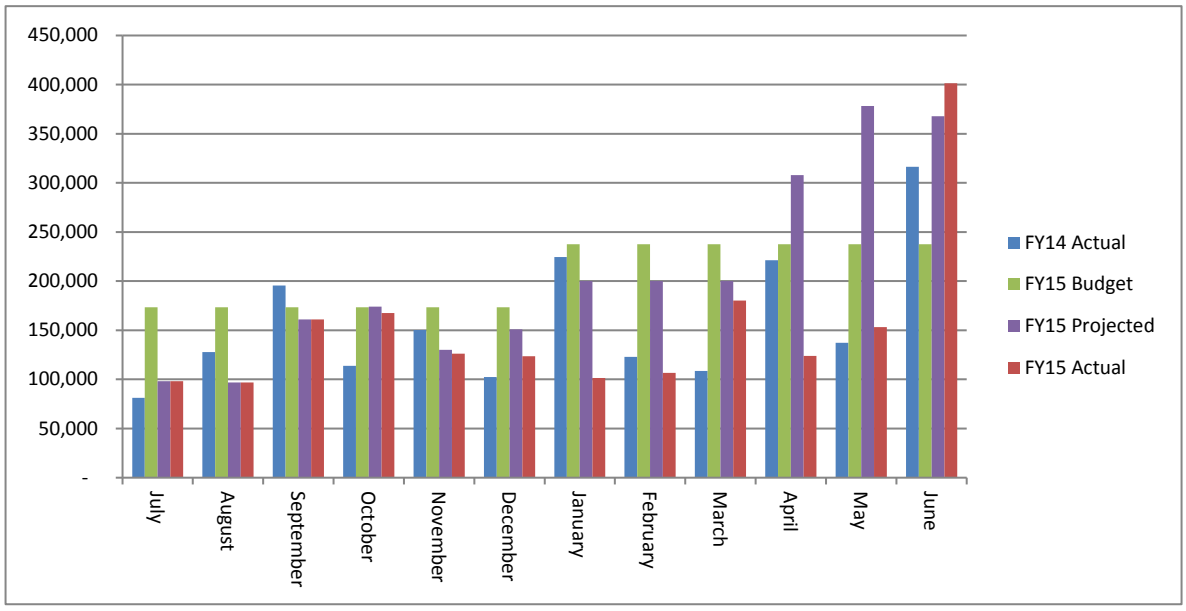


	2013 Actual	2014 Actual	2015 Budget	2015 Projected	2015 Actual	% of Actual vs budget
Gross Receipt	$ 6,871,271	$ 6,941,122	$ 6,809,100	$ 6,941,122	$ 7,246,641	106.4%
Fed Grant	$ 1,957,128	$ 1,902,036	$ 2,667,729	$ 1,902,036	$ 1,840,120	69.0%
State Capital Outlay	$ -	$ 161,188	$ 184,312	$ 175,000	$ -	0.0%
Local Match	$ 500,000	$ 450,000	$ 400,000	$ 400,000	$ 400,000	100.0%
Cash Balance Budgeted	$ -	$ -	$ 405,195	$ 354,758	$ -	0.0%
Non-cash Transactions			$ -		$ 33,600	
Misc Rev	$ 24,312	$ 67,725	$ 50,000	$ 60,000	$ 92,909	185.8%
	$ 9,352,711	$ 9,522,071	$ 10,516,336	$ 9,832,915	$ 9,613,270	91.4%

Year-end Budget Review

FY2015 (July 1, 2014 to June 30, 2015)

Grant Revenue



	FY14 Actual	FY15 Budget	FY15 Projected	FY15 Actual	Actual Revenue % of Monthly Budget
July	81,096	173,366	98,061	98,062	57%
August	127,744	173,366	96,946	96,946	56%
September	195,614	173,366	160,962	160,962	93%
October	113,711	173,366	174,066	167,516	97%
November	150,353	173,366	130,134	126,083	73%
December	102,402	173,366	151,000	123,492	71%
January	224,669	237,512	200,000	101,591	43%
February	123,056	237,512	200,000	106,716	45%
March	108,529	237,512	200,000	180,156	76%
April	221,326	237,512	307,868	124,015	52%
May	137,177	237,512	378,363	153,332	65%
June	316,361	237,512	367,868	401,249	169%
	1,902,036	2,465,268	2,465,268	1,840,120	75%

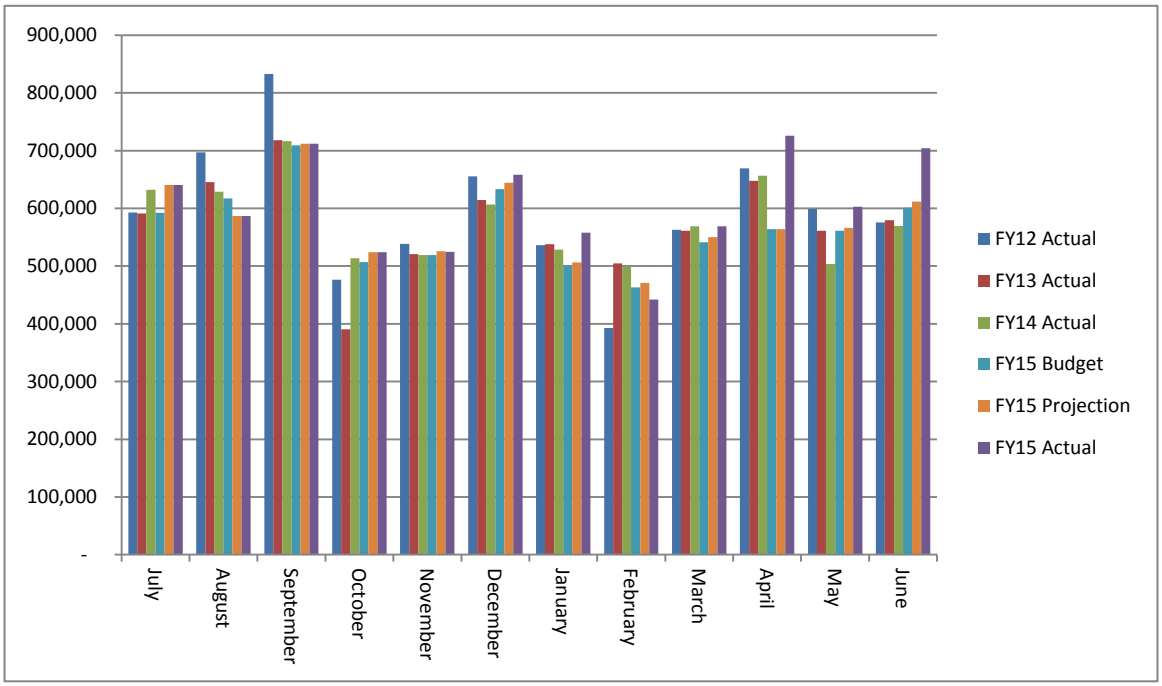
A large portion of the federal revenues received by NCRTD are for replacement of fleet assets. If the assets are not received in the fiscal year than the expense and revenue are carried forward to the following fiscal year.

Year-end Budget Review

FY2015 (July 1, 2014 to June 30, 2015)

Gross Receipts Revenue

As of October 7, 2015 (End of Audit Fieldwork)



Month of Activity	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Budget	FY15 Projection	FY15 Actual	Actual Revenue % of Monthly Budget
July	592,835	590,847	631,877	591,976	640,624	640,624	108%
August	696,792	645,616	628,640	617,235	586,498	586,498	95%
September	832,940	717,978	716,096	709,422	711,748	711,748	100%
October	476,325	390,334	513,319	506,654	524,100	524,100	103%
November	538,683	520,528	518,926	519,288	525,568	524,404	101%
December	655,468	614,240	606,606	632,996	644,437	658,102	104%
January	536,416	537,863	528,397	501,003	506,180	557,753	111%
February	392,583	504,470	498,296	463,312	470,814	442,098	95%
March	562,713	561,238	569,093	541,081	549,914	568,670	105%
April	669,266	647,379	656,754	563,818	564,089	725,955	129%
May	598,734	561,423	503,533	561,352	566,182	602,505	107%
June	575,421	579,356	569,584	600,963	611,388	704,185	117%
	7,128,176	6,871,271	6,941,122	6,809,100	6,901,541	7,246,641	106%

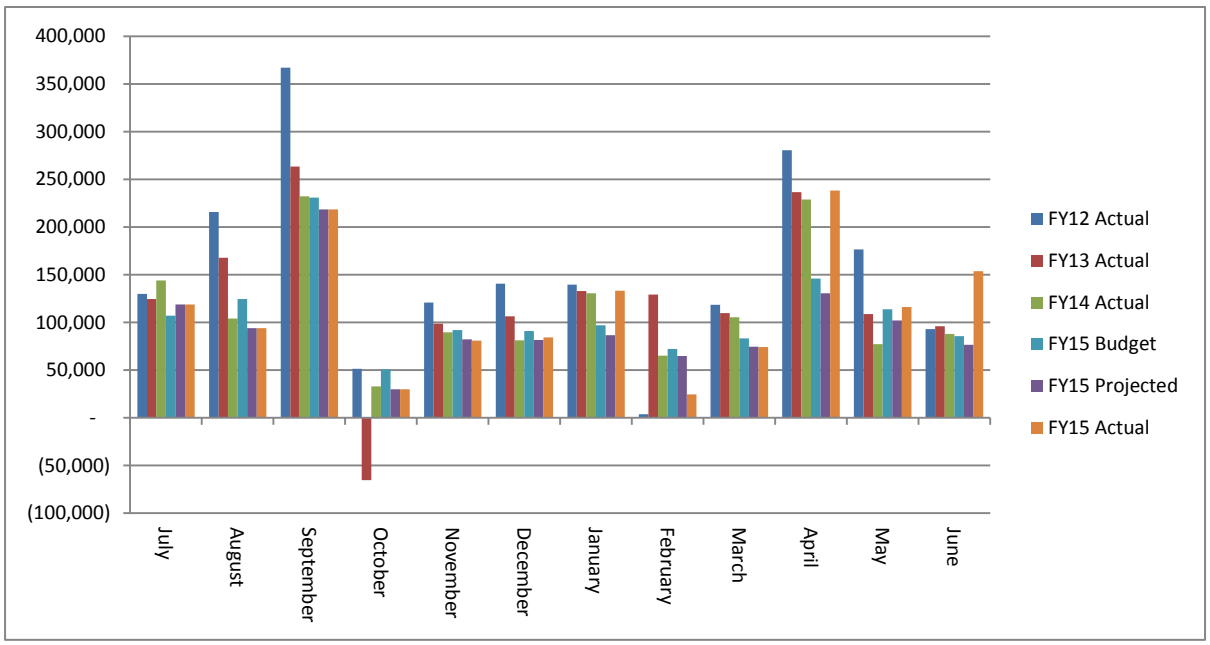
The projected overall revenue surplus for FY2015 GRT was anticipated to be $92,441. The actual revenue surplus was $437,541 of which $96,109 was obligated to RailRunner, so NCRTD retained $341,432 as a fund balance contribution for FY2015.

Year-end Budget Review

FY2015 (July 1, 2014 to June 30, 2015)

Gross Receipts Revenue By County

LOS ALAMOS COUNTY



Month of Activity	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Budget	FY15 Projected	FY15 Actual	Actual Revenue % of Monthly Budget
July	130,018	124,560	144,054	107,130	118,858	118,858	111%
August	215,861	167,973	104,260	124,617	94,019	94,019	75%
September	367,025	263,631	232,251	231,099	218,509	218,509	95%
October	51,498	(65,391)	33,137	50,780	29,878	29,878	59%
November	120,772	98,601	89,812	91,973	82,316	81,023	88%
December	140,847	106,557	81,243	91,196	81,620	84,289	92%
January	139,742	132,835	130,526	97,025	86,837	133,450	138%
February	3,770	129,189	65,134	72,413	64,810	24,478	34%
March	118,403	109,903	105,475	83,424	74,664	74,183	89%
April	280,600	236,761	229,085	145,992	130,663	238,319	163%
May	176,478	108,859	77,439	113,995	102,026	116,229	102%
June	93,134	95,990	88,084	85,756	76,752	153,897	179%
	1,838,146	1,509,468	1,380,501	1,295,400	1,160,952	1,367,132	106%

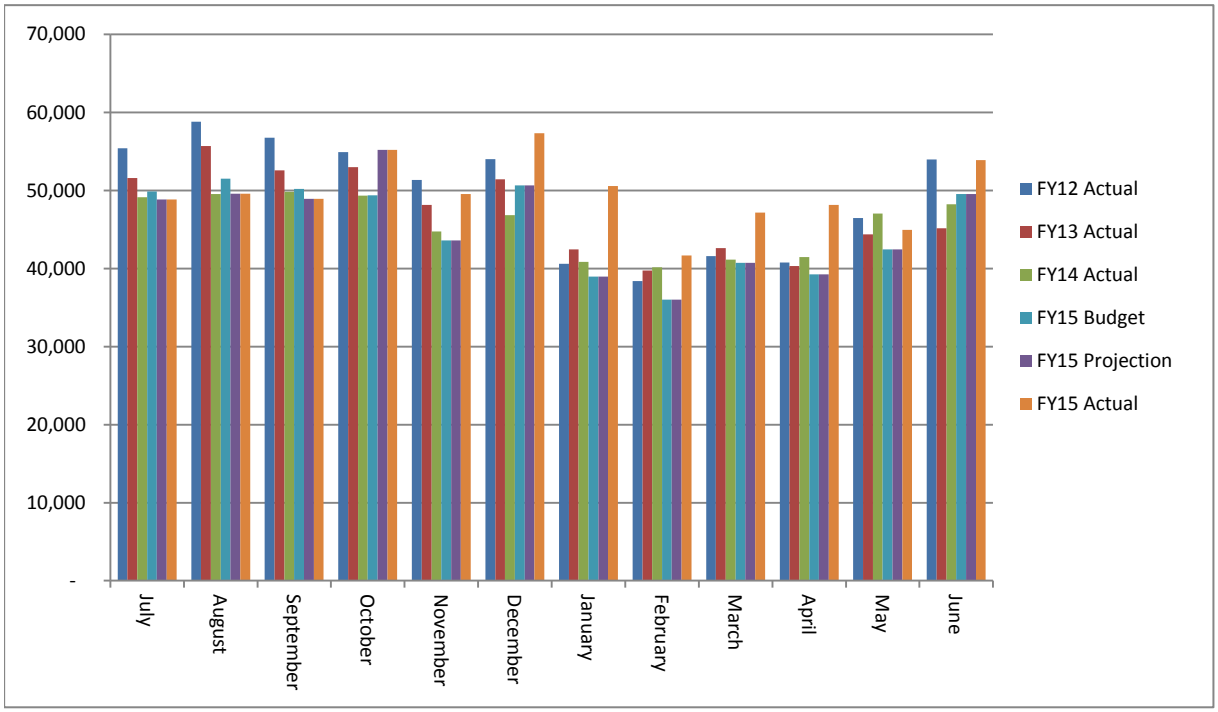
The revenues for the remainder of the fiscal year were projected to be 10% below budget due to low actuals for the first 4 months of FY2015. Actuals ended the fiscal year 6% greater than budgeted because early months were not good predictors of eventual spending in Los Alamos County. Overall GRT revenues have declined since FY2012, so the District should remain conservative on its predictions for the upcoming budget.

Year-end Budget Review

FY2015 (July 1, 2014 to June 30, 2015)

Gross Receipts Revenue By County

RIO ARRIBA COUNTY



Month of Activity	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Budget	FY15 Projection	FY15 Actual	Actual Revenue % of Monthly Budget
July	55,408	51,622	49,128	49,882	48,852	48,852	98%
August	58,814	55,703	49,535	51,509	49,585	49,585	96%
September	56,781	52,600	49,857	50,208	48,926	48,926	97%
October	54,911	53,009	49,363	49,394	55,224	55,224	112%
November	51,363	48,144	44,753	43,593	43,593	49,545	114%
December	54,028	51,452	46,846	50,641	50,641	57,339	113%
January	40,611	42,472	40,853	38,984	38,984	50,584	130%
February	38,417	39,752	40,153	36,002	36,002	41,671	116%
March	41,602	42,612	41,156	40,719	40,719	47,158	116%
April	40,766	40,315	41,493	39,255	39,255	48,159	123%
May	46,478	44,368	47,047	42,454	42,454	44,952	106%
June	53,981	45,151	48,230	49,559	49,559	53,912	109%
	593,160	567,199	548,414	542,200	543,794	595,907	110%

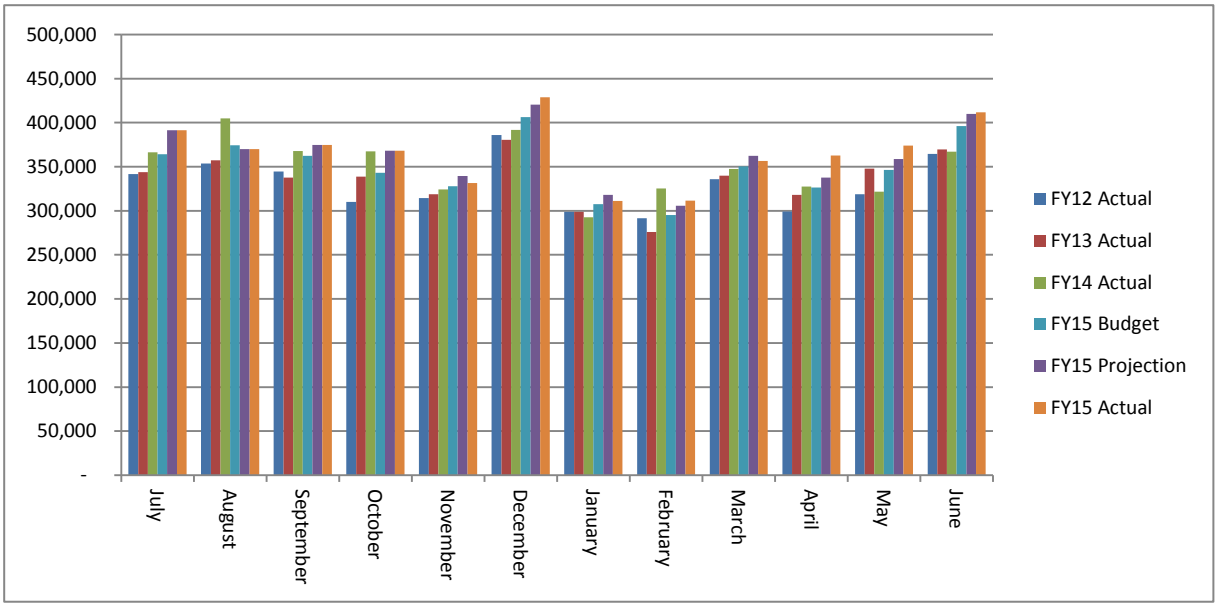
The revenues for the remainder of the fiscal year were projected at 100% of the budget or to have revenue surplus of $1,594 by the end of FY15. The actual revenue surplus was 10% and GRT looks to have rebounded to FY2012 levels.

Year-end Budget Review

FY2015 (July 1, 2014 to June 30, 2015)

Gross Receipts Revenue By County

SANTA FE COUNTY



** Note - One-half of the SF County GRT is allocated to Rio Metro

Month of Activity	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Budget	FY15 Projection	FY15 Actual	Actual Revenue % of Monthly Budget
July	341,717	343,976	366,256	364,140	391,422	391,422	107%
August	353,581	357,202	404,993	374,220	369,825	369,825	99%
September	344,672	337,614	367,698	362,460	374,721	374,721	103%
October	310,170	338,872	367,580	343,140	368,292	368,292	107%
November	314,413	318,969	324,305	328,020	339,501	331,342	101%
December	385,881	380,531	391,697	406,140	420,355	428,710	106%
January	298,696	298,821	292,787	307,440	318,200	311,127	101%
February	291,582	276,041	325,160	295,260	305,594	311,675	106%
March	336,024	339,972	347,639	350,280	362,540	356,373	102%
April	299,091	318,123	327,435	326,340	337,762	362,789	111%
May	318,839	347,884	321,582	346,500	358,628	374,109	108%
June	364,705	369,615	367,223	396,060	409,922	411,834	104%
	3,959,371	4,027,622	4,204,356	4,200,000	4,356,761	4,392,219	105%

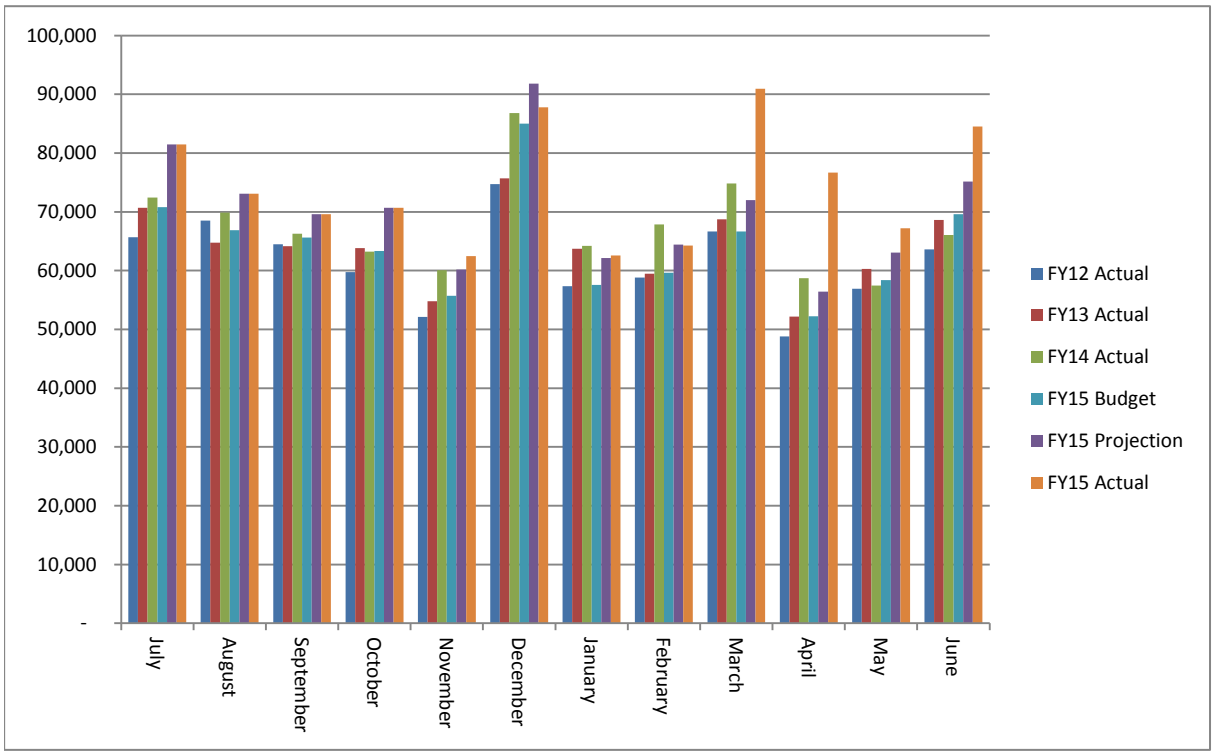
The revenues were projected to be 3.5% above the budget for FY15, which would translate into a revenue surplus of $156,761. The actual revenue surplus was 5% above budget which translates to a $192,219 revenue surplus in which NCRTD retains half due to its contractual obligations to the RailRunner

Year-end Budget Review

FY2015 (July 1, 2014 to June 30, 2015)

Gross Receipts Revenue By County

TAOS COUNTY



Month of Activity	FY12 Actual	FY13 Actual	FY14 Actual	FY15 Budget	FY15 Projection	FY15 Actual	Actual Revenue % of Monthly Budget
July	65,693	70,690	72,438	$ 70,824	$ 81,492	$ 81,492	115%
August	68,537	64,738	69,852	$ 66,889	$ 73,069	$ 73,069	109%
September	64,462	64,133	66,290	$ 65,655	$ 69,591	$ 69,591	106%
October	59,745	63,843	63,238	$ 63,340	$ 70,706	$ 70,706	112%
November	52,134	54,813	60,056	$ 55,702	$ 60,158	$ 62,494	112%
December	74,712	75,700	86,820	$ 85,019	$ 91,821	$ 87,764	103%
January	57,367	63,735	64,231	$ 57,554	$ 62,158	$ 62,592	109%
February	58,815	59,488	67,849	$ 59,637	$ 64,408	$ 64,274	108%
March	66,684	68,751	74,823	$ 66,658	$ 71,991	$ 90,956	136%
April	48,810	52,180	58,741	$ 52,231	$ 56,409	$ 76,688	147%
May	56,939	60,312	57,466	$ 58,403	$ 63,075	$ 67,215	115%
June	63,601	68,600	66,048	$ 69,588	$ 75,155	$ 84,542	121%
	737,499	766,981	807,850	$ 771,500	$ 840,033	$ 891,383	116%

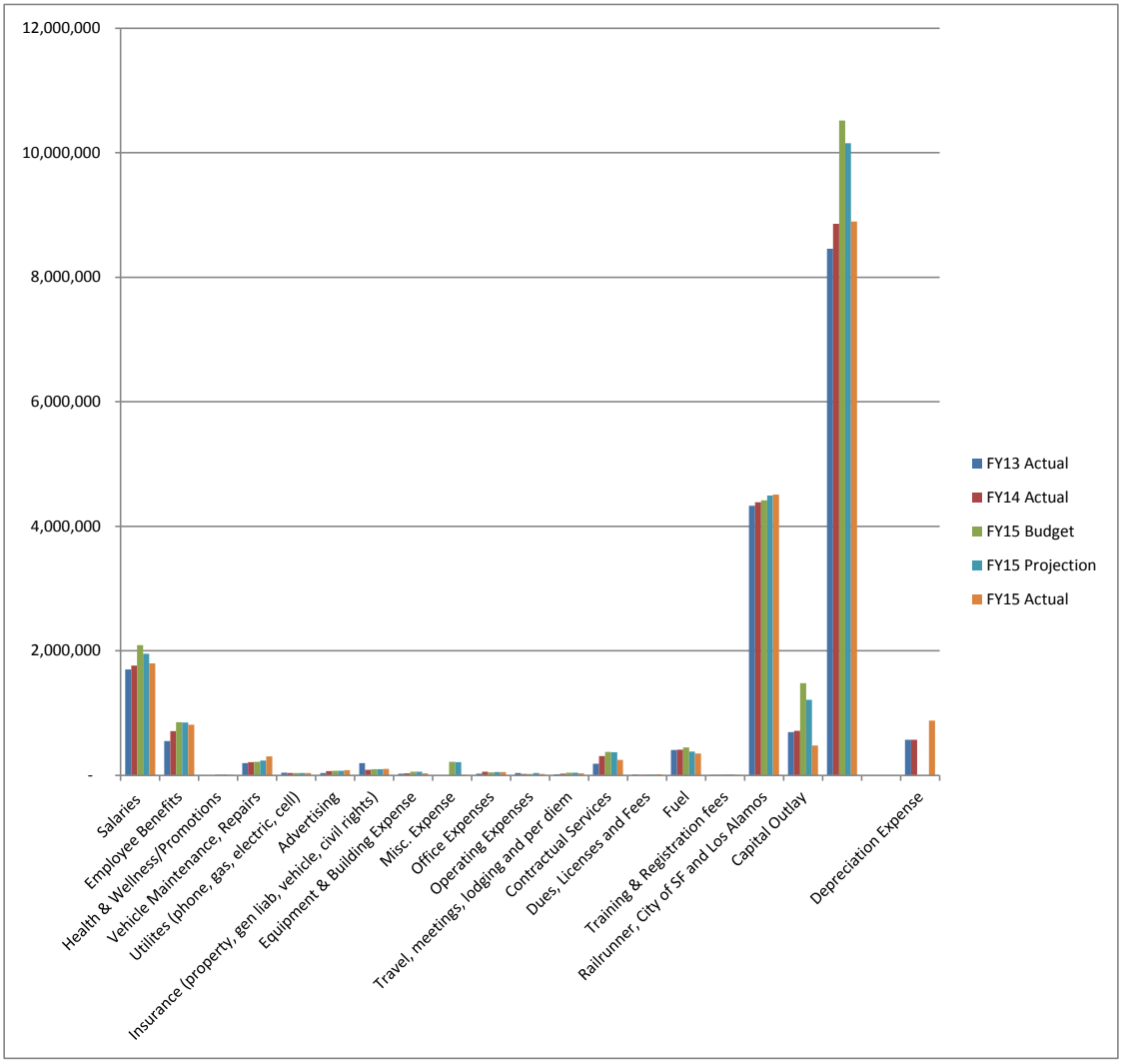
The revenues were projected to be 8% above the budget for FY15, which would translate into a revenue surplus of $68,533. The actual revenue surplus was 16% above budget which translates to a $119,883 revenue surplus. Actuals for the last four years have seen steady increases which should be accounted for in the FY2017 budget, if FY2016 continues the same pattern.

Year-end Budget Review

FY2015 (July 1, 2014 to June 30, 2015)

NCRTD Expenses by Type

As of October 7, 2015 (End of Audit Fieldwork)



	FY13 Actual	FY14 Actual	FY15 Budget	FY15 Projection	FY15 Actual	Difference
Salaries	1,699,079	1,764,308	2,093,075	1,953,729	1,800,202	292,873
Employee Benefits	550,997	709,864	853,516	850,227	810,898	42,618
Health & Wellness/Promotions	-	-	12,000	9,650	2,555	9,445
Vehicle Maintenance, Repairs	198,587	209,603	216,100	238,472	306,401	(90,301)
Utilites (phone, gas, electric, cell)	41,118	36,053	35,172	35,172	35,973	(801)
Advertising	35,137	70,706	73,970	73,970	83,882	(9,912)
Insurance (property, gen liab, vehicle, civil rights)	196,836	87,589	100,311	100,311	102,076	(1,765)
Equipment & Building Expense	24,986	31,124	57,200	55,580	31,203	25,997
Misc. Expense	-	-	215,701	212,552	116	215,585
Office Expenses	27,427	59,286	49,685	52,835	50,928	(1,243)
Operating Expenses	35,014	19,948	24,160	39,360	22,562	1,598
Travel, meetings, lodging and per diem	17,789	29,654	44,088	43,595	34,222	9,866
Contractual Services	186,358	311,414	376,223	369,223	245,445	130,778
Dues, Licenses and Fees	12,263	8,597	10,666	13,445	15,961	(5,295)
Fuel	406,653	410,199	447,723	382,754	352,857	94,866
Training & Registration fees	6,645	9,024	13,624	13,624	9,087	4,537
Railrunner, City of SF and Los Alamos	4,327,824	4,387,272	4,415,094	4,493,475	4,511,203	(96,109)
Capital Outlay	692,793	713,439	1,477,828	1,215,618	480,734	997,094
	8,459,506	8,858,080	10,516,136	10,153,591	8,896,305	1,619,831
Depreciation Expense	571,596	570,321			878,263	599,565
	8,338,309	8,714,962	9,038,308	8,937,973	9,293,834	1,222,302

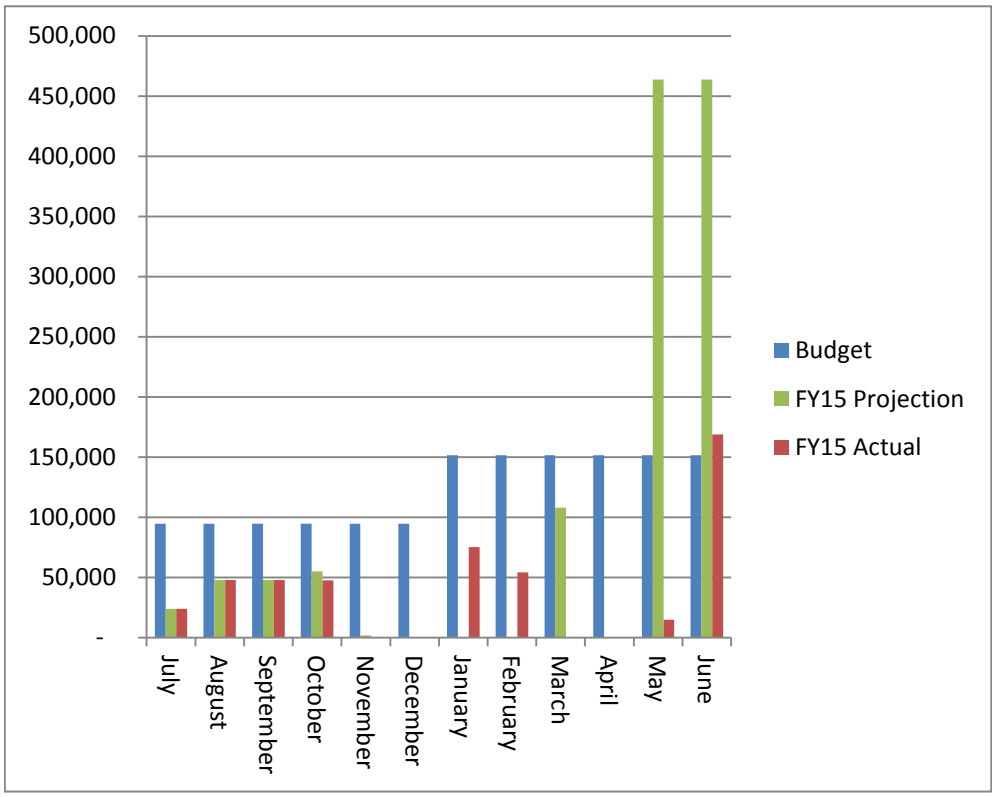
*The NCRTD has a budget surplus at the end of the year in expenditures in the amount of $1,122,302. The deficit in the Non-RTD expenditures of $96,109 is offset from the additional revenue that comes in from Santa Fe County. Regardless of what NCRTD budgets for RailRunner, the agreement is that half of GRT revenue automatically goes to the Rail Runner.

Year-end Budget Review

FY2015 (July 1, 2014 to June 30, 2015)

Capital Expense Summary

As of October 7, 2015 (End of Audit Fieldwork)



	Budget	FY15 Projection	FY15 Actual	**Budget vs Actual**	**YTD Budget Variance**
July	94,781	23,987	23,987	70,794	25%
August	94,781	47,975	47,975	46,806	51%
September	94,781	47,975	47,975	46,806	51%
October	94,781	55,184	47,625	47,156	50%
November	94,781	1,972	-	94,781	0%
December	94,781	-	-	94,781	0%
January	151,524	-	75,245	76,279	50%
February	151,524	-	54,185	97,339	36%
March	151,524	107,868	-	151,524	0%
April	151,524	-	-	151,524	0%
May	151,524	463,828	15,000	136,524	10%
June	151,524	463,829	168,742	(17,218)	111%
	1,477,828	1,212,618	480,734	997,094	32.5%

Capital Assets purchased in FY2015 were as follows:
Avail System $123,179
Skid Steer $47,625
14-Passenger Bus $75,245
On Demand Vehicle $54,185
29-Passenger Bus from the Town of Taos $15,000
Security Cameras $5,635
Admin Vehicle $28,405
Long Range Plan $78,196
ADA Transition Plan $53,264

Agenda Report
NCRTD Board of Directors Meeting
Meeting Date: December 4, 2015

Agenda Item - E

Title: Discussion and Consideration of Adopting Amended Resolution No. 2015-32 Defining Standard and Practices for the Implementation of New Service Routes, Service Change Prioritization, Bus Stop Location Selection Criteria, and Route Service Level Designation.

Prepared By: Stacey McGuire, Planning, Projects and Grants Manager

Summary: Frequently, the NCRTD receives requests from Board members and regional constituents that outline a desire for a new route, a service change, a new bus stop install or a bus stop relocate. The Board's adopted Resolution 2009-13 which defined standards and practices for the implementation of new service routes and its criteria are incorporated into this updated and revised resolution. In making such decisions, the service level designation of the route as local fixed, limited stop or express can be impacted as each service level designation is directly related to the number of bus stops on a route (and the resulting trip time impact). In this context, Staff is seeking Board direction as to route service level designation, service change (new and modified) prioritization and bus stop selection criteria. The Standards and Practices for Service Request Prioritization, Bus Stop Location Selection, and Route Service Level Designation described herein are designed to provide an updated comprehensive framework for the assessment and implementation of new and modified services on the route, service, and stop levels for the North Central Regional Transit District (NCRTD). They provide guidelines for decision making by the NCRTD Board and management on how new and modified service requests are assessed and implemented to best fulfill the mission of the transit system, meet obligations and protect the public interest.

Objectives:

- Outline the criteria utilized to assess new service requests and service modification requests, including bus stop location selection, route service level designation and service request prioritization
- Consistent route, service level and bus stop selection/designation standards, based on operational efficiencies and best practices
- Cost effective allocation and use of NCRTD resources in achieving the District's mission

- Compliance with applicable Federal and State laws, regulations and guidelines governing transit funding and operations

Background: The NCRTD receives periodic requests for service changes, and looks to assess each request on an individual basis. The NCRTD also has a Board-adopted Five Year Service Plan that calls out service changes specifically to be accomplished within the 2014-2019 timeframe. Furthermore, the NCRTD's Long Range Plan, through its vision, mission and goals, calls out specific criteria- such as funding identification, land-use and service prioritization- that align directly with the criteria outlined herein to be used to prioritize new service and modifications to existing service. Staff is seeking guidance from the Board regarding prioritization of service changes and how to approach multiple service change requests, some of which are included within the Five Year Service Plan, some of which were not acknowledged within the Service Plan and were received after the Service Plan was completed.
Bus stop location selection criteria has become increasingly important as the NCRTD system has grown, in particular with recent (March) system wide route modifications. As we look to the future, additional bus stops will surely be implemented, and a proactive, progressive community-oriented approach to bus stop site selection can greatly impact the success of a route or segment of service. The bus stop location selection criteria must take into account the ongoing collaboration and work within the agreement between NMDOT and the NCRTD, as well as serve the communities' transit needs as effectively as possible.
Again, as the NCRTD transit system grows- whether through additional routes or through implementation of additional bus stops along existing routes- route service level should be kept in mind as it impacts the speed and duration of any given trip, which can significantly influence a potential passenger's decision to take public transit and ride the Blue Bus. Route service level designation specific to individual trips within a route assists the passengers in knowing what to expect from the particular trip they take upon the Blue Bus. As the NCRTD expands beyond local fixed route (as well as flex-route) service to also include limited stop and express, it is necessary to determine which criteria are to be used to designate route service levels. Prior to 2015, all NCRTD routes were considered either commuter or local fixed (excluding demand response), and the vast majority of routes served the same bus stops on all trips. With the addition of the Taos Express in January 2015, which operates on weekends only and serves 6 bus stops between Taos and Santa Fe, the NCRTD now operates what is considered to be express service as the route utilizes significantly less bus stops than the Taos (Taos to Espanola only, does not include bus stops continuing to Santa Fe) weekday route serves: 21 stops overall (with the AM and PM peak commuter trips serving 16 key stops). In the example of the bus stops served by the Taos Express versus the weekday Taos route, the weekend service accommodates roughly 29% of the number of bus stops that the weekday Taos route does. Furthermore, the peak AM and PM weekday Taos route trips serve approximately 76% of the number of stops served by the non-peak trips on the same route.

Recommended Action: Board Approval of Resolution No. 2015-32 Defining Standard and Practices for the Implementation of New Service Routes, Service Change Prioritization, Bus Stop Location Selection Criteria, and Route Service Level Designation., which incorporates and supersedes Board Resolution 2009-13 and any other Board approved Resolutions regarding service request prioritization, service levels and bus stop location selection.

It is Staff's recommendation that service change (on the route, trip and stop levels, both new service and existing service modification) requests be evaluated and implemented based on (assuming operational feasibility): existence of an immediate safety concern; ADA accessibility; interconnectivity to other modes of transportation; community support, both on the political and civic level; cost; identification of a viable funding source; and overall need and anticipated ridership.

It is also recommended that any service change requests- including but not limited to new and relocated bus stops, as well as new or modified transit service- be addressed and prioritized based on the criteria outlined herein, inclusive of service changes suggested within the Five Year Service Plan as well as those received after its completion and not outlined therein.

Regarding bus stop location selection criteria, it is recommended that new bus stop requests and/or bus stop relocate requests be assessed and evaluated in relation to the new stop's proximity to other existing bus stops in the area; ADA accessibility; interconnectivity to other modes of transportation; local community support; cost; ridership; and known (future) areas of economic growth and essential services (health care, employment, education, social services to name a few).

It is Staff's recommendation that NCRTD service levels be designated as local if 81-100% of the bus stops designated on a given route are served; as limited if 50-80% of the route's overall bus stops are served; and as express if less than 50% of the route's overall bus stops are served.

Options/Alternatives:

- Approve Staff's recommendation on service change prioritization, bus stop location selection criteria and route service level designation (recommended)
- Request Staff to further assess the different scenarios and return to Board with recommendations (not recommended)
- Direct Staff to run around haphazardly changing service and putting in bus stops wherever they want (not recommended)

Fiscal Impact:

Varies entirely on service requests and future regional and local transit needs.

Attachments:

Board Resolution 2015-32

North Central Regional Transit District ("NCRTD")

Resolution 2015-32

A RESOLUTION INCORPORATING AND SUPERSEDING RESOLUTION 2009-13 BY ADOPTION OF RESOLUTION 2015-32 DEFINING STANDARDS AND PRACTICES FOR THE IMPLEMENTATION OF NEW SERVICE ROUTES, SERVICE REQUEST PRIORITIZATION, BUS STOP LOCATION SELECTION AND ROUTE SERVICE LEVEL DESIGNATION

WHEREAS, the NCRTD was created through legislative enactment (chapter 65, signed March 21, 2003); and,

WHEREAS, the NCRTD is a sub-division of the State of New Mexico with all the authority and duties of the same (NMSA 1978, § 73-res25-4); and,

WHEREAS, the NCRTD Board has the authority to operate regional transit services and new transit service routes within its area of operation pursuant to NMSA 1978, § 73-25-6 (A) (6); and,

WHEREAS, the Board has the authority to make and pass resolutions necessary for the execution of the powers vested in the District (NMSA 1978, §73-25-5(G)(3)); and,

WHEREAS, the NCRTD Board wishes to establish a uniform and fair system for the implementation of new transit service routes within the district; and,

WHEREAS, the NCRTD recognizes that any new transit service routes are constrained by the NCRTD's budget and staffing; and,

WHEREAS, the NCRTD recognizes that in order to be fair to the members of the NCRTD and to best serve the public of the region it is in the best interest of the NCRTD to establish standards and practices for the implementation of new transit service routes; and

WHEREAS, in the event that requested service modifications result in little/no budgetary impact, Staff and Administration have the discretion to implement said modification or request Board review and direction; and

WHEREAS, any requests for new and/or existing service modifications that result in significant budgetary or operational impact will be reviewed in the context of the NCRTD's 5 Year Service Plan and its Long Range Strategic Plan; and

WHEREAS, revenue service is defined as the regular and continuing provision of public transit in a defined area; route is defined as public transit service between two termini and is typically operated as fixed and/or deviated/flex; trip is a one-way operation of a revenue vehicle between two termini on a route; and bus stop is a designated location where a person goes to utilize public transit; and

WHEREAS, the Board understands the importance of appropriately prioritizing operational service change requests, purposefully selecting bus stop locations and accurately designating route service levels, the criteria (and any other deemed operationally prudent) are:

- Service change requests will be addressed and evaluated based on immediate safety concerns; ADA accessibility; interconnectivity to other modes of transportation; regional and local community political and civic support; cost and overall need and anticipated ridership; all requests, regardless of inclusion in the Five Year Service Plan, will be prioritized based on the aforementioned criteria
- New bus stop locations as well as existing bus stop relocates will be selected based on requested stop's proximity to existing bus stops; ADA accessibility; interconnectivity to other modes of transportation; local community support; cost; route ridership; and areas of economic growth and essential services
- Route service level designation will be determined by the percentage of bus stops on the route that are served by a given trip: local if 81-100% of the stops are served; limited stop if 50-80% is served; express if less than 50% of designated bus stops on a route are served on a given trip

NOW, THEREFORE, BE IT RESOLVED by the NCRTD Board that:

- No new service requests or significant modifications to existing service shall be initiated or established by administrative action or public request unless the proposed new/modified service shall have been first formally proposed by motion of a Board member at a regular NCRTD Board meeting. Any Board member may request through the Chair that "consideration of new and/or modified service" be included on the agenda of a Board meeting. The Board member requesting the agenda item shall provide the Chair with sufficient information to define and describe the proposed new service route(s) so that the item can be fairly presented to the Board. The Staff shall include said item on the agenda at the request of the Chair along with a brief description of the proposed new and/or modified service.

- The NCRTD Board may consider additional and/or modified service at any meeting where the item has been duly noticed on the agenda. The second step shall be to obtain Board approval for a "Needs Assessment Report" on the proposed additional and/or modified service. If the Board approves a Needs Assessment Report, Staff shall prepare the Needs Assessment Report for the next meeting of the Board. If the Needs Assessment Report cannot be timely completed prior to the next Board Meeting, Staff may provide a status report on the progress made to date on the Needs Assessment. The Needs Assessment Report shall include an assessment of the service's operational viability, fiscal feasibility, anticipated ridership and such additional information as may be reasonably necessary for the Board to determine the extent of the need for the requested new and/or modified service. The Needs Assessment Report shall also include demographic information on the

anticipated ridership that are likely to be served by the proposed route. All Needs Assessment Reports shall be filed and saved for future use to assess changes in demands and to compare relative demands among existing and proposed routes. If a Needs Assessment Report is prepared, Staff shall present the findings to the Board along with a Fiscal Impact Report showing the estimated cost of the proposed route including: capital costs for new equipment, signage, and shelters; direct labor costs for drivers and mechanics needed to implement the proposed route; and any incremental costs or impacts that may be material to the Board's decision. Staff shall also present prorated figures showing the annual cost per mile of the route(s) and the annual cost per rider of the route(s). However, the Board shall retain full discretion to approve or deny implementation of a requested new and/or modified service regardless of the Needs Assessment Report and the efficiency of the route(s) so long as the Board appropriates sufficient amounts in its annual budget to fund the aforementioned route(s).

- After reviewing the Needs Assessment Report, the Fiscal Impact Report and the efficiency of the requested new and/or modified service, the Board shall consider approving the expenditure of funds necessary to implement the request(s). If funds are budgeted and approved, the route(s) shall be implemented.

- Six- nine months following the implementation of the request, the service value to the regional transit system shall be assessed by the Board. Staff shall provide information regarding ridership, demographics and efficiency of the route along with comparison data for other comparable routes within the District to assist the Board in assessing the value of the route and whether to continue, discontinue or expand the service.

- The NCRTD Board shall approve funding for route(s) and services based upon the benefit to the region as a whole.

PASSED, APPROVED AND ADOPTED BY THE NORTH CENTRAL REGIONAL TRANSIT DISTRICT BOARD ON THIS 4th DAY OF DECEMBER 2015.

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Daniel Barrone,
NCRTD Chair

Approved as to form:

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Peter Dwyer, NCRTD Legal Counsel

Agenda Report
NCRTD Board of Directors Meeting
Meeting Date: December 4, 2015

Agenda Item - F

Title: Resolution No. 2015-33 Annual Inventory Certification

Prepared By: Troy Bingham, Finance Director

Summary: Discussion and consideration of Resolution 2015-33 certifying the annual physical inventory appropriated from the New Mexico Legislature of movable chattels and equipment costing more than $5,000 for fiscal year end June 30, 2015.

Background: Pursuant to NMSA 1978 Chapter 12 (Miscellaneous Public Affairs Matters), Article 6, Audit Act, 12-6-10/Annual Inventory.

New Mexico law requires a listing of all inventory costing more than $5,000 that is procured through the capital program fund from the New Mexico State Legislature.

Recommended Action: It is recommended that the Board adopt Resolution No. 2015-33. The list of items were reviewed as to the correctness of the inventory by generally accepted auditing procedures from NCRTD's independent auditor.

Options/Alternatives:

- Take no action
- Adopt the resolution, (recommended).

Fiscal Impact: No fiscal impact.

Attachments:
Resolution 2015-33
Inventory of items from the capital program fund.

North Central Regional Transit District (NCRTD)

Resolution 2015-33

A RESOLUTION CERTIFYING THE PHYSICAL INVENTORY OF MOVABLE CHATTELS AND EQUIPMENT COSTING MORE THAN $5,000

WHEREAS, the NCRTD pursuant to NMSA 1978, Section 12-6-10 (A), NCRTD shall at the end of each fiscal year conduct an inventory of certain chattels and equipment; and

WHEREAS, the Finance Department of NCRTD has conducted an annual inventory of all moveable chattels and equipment costing $5,000 or more; and

WHEREAS, the Finance Department of NCRTD has determined that the attached physical inventory is correct; and

NOW AND THEREFORE BE IT RESOLVED THAT the Board of Directors of the NCRTD, State of New Mexico, hereby certifies as correct the attached physical inventory of items of NCRTD procured from the New Mexico State Legislature capital outlay fund.

PASSED, APPROVED, AND ADOPTED BY THE GOVERNING BODY OF THE NORTH CENTRAL REGIONAL TRANSIT DISTRICT ON THIS 4th, DAY OF DECEMBER, 2015.

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Daniel Barrone, Chairman

Approved as to form:

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Peter Dwyer, Counsel

Tag Number	Asset ID	Description	Acquisition Date		Life	Cost	FY2015 Life	Beginning Depreciation	FY2014 Life	Recalculated Beginning Depreciation	Current Depreciation	Recalculated Current Depreciation	Accumulated Depreciation	Recalculated Accumulated Depreciation	Net Book Value	Recalculated Net Book Value	Gain/(Loss)Disposed before Disposal Depreciation	Full/Partial Disposal
1327Build	1327Build	1324 Riverside Dr. BUILDING	8/17/2009	82009	480	470,564.80	70	56,859.83	58	56,859.91	11,764.08	11,764.12	68,623.91	68,624.03	401,940.89	401,940.77	0.00	
00262	00262	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00263	00263	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00264	00264	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00265	00265	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00266	00266	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00267	00267	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00268	00268	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00269	00269	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00270	00270	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00271	00271	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00272	00272	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00274	00274	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00275	00275	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00276	00276	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00277	00277	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00278	00278	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00279	00279	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00280	00280	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00281	00281	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00282	00282	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00283	00283	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00284	00284	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00285	00285	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00286	00286	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00287	00287	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00288	00288	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00289	00289	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00290	00290	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00346	00346	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
01097	00273	Bus Shelter	1/9/2012	12012	240	6,327.15	41	790.80	29	764.53	316.32	316.36	1,107.12	1,080.89	5,220.03	5,246.26	0.00	
00292	00292	Bus Shelter	4/17/2012	42012	240	5,904.00	38	639.60	26	639.60	295.20	295.20	934.80	934.80	4,969.20	4,969.20	0.00	
00291	00291	Bus Shelter	5/2/2012	52012	240	8,989.80	37	973.87	25	936.44	449.52	449.49	1,423.39	1,385.93	7,566.41	7,603.87	0.00	
00293	00293	Bus Shelter	6/14/2012	62012	240	10,947.00	36	1,140.25	24	1,094.70	547.32	547.35	1,687.57	1,642.05	9,259.43	9,304.95	0.00	
1327 New Const	1327 New Const	1327 New Construction Building	7/27/2012	72012	480	2,466,096.47	35	117,241.44	23	118,167.12	61,652.40	61,652.41	178,893.84	179,819.53	2,287,202.63	2,286,276.94	0.00	
01075	00626	Jim West Region Transit Center Shelter	10/25/2013	102013	240	25,024.00	20	938.43	8	834.13	1,251.24	1,251.20	2,189.67	2,085.33	22,834.33	22,938.67	0.00	
	00871	Pipe Security Gate	4/8/2014	42014	60	5,916.00	14	295.80	2	197.20	1,183.20	1,183.20	1,479.00	1,380.40	4,437.00	4,535.60	0.00	
	00879	Bus shelter parts	6/30/2014	62014	60	29,637.00	12	493.95	0	0.00	5,927.40	5,927.40	6,421.35	5,927.40	23,215.65	23,709.60	0.00	
				Total Buildings - Buildings		**3,212,893.57**		**202,307.17**		**201,665.03**	**92,559.96**	**92,561.10**	**294,867.13**	**294,226.12**	**2,918,026.44**	**2,918,667.45**	**0.00**	
	CIP0001	Long Term Strategic Vision Plan for NCRTD	6/30/2015	62015	0	78,196.84	0	0.00	0	0.00	0.00	0.00	0.00	0.00	78,196.84	78,196.84	0.00	
	CIP0002	ADA Transition Plan for Bus Stops	6/30/2015	62015	0	53,263.50	0	0.00	0	0.00	0.00	0.00	0.00	0.00	53,263.50	53,263.50	0.00	
				Total CIP - Contruction in Process		**131,460.34**		**0.00**		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**131,460.34**	**131,460.34**	**0.00**	
00083	00083	Color Copier/Toshiba	3/19/2008	32008	60	7,976.00	60	7,976.00	75	7,976.00	0.00	0.00	7,976.00	7,976.00	0.00	0.00	0.00	
Temp 66	Temp 66	Bike Rack and installation	7/3/2008	72008	60	3,207.00	60	0.00	71	3,207.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Full
Temp 67	Temp 67	Bike Rack and installation	9/29/2008	92008	60	10,362.00	60	0.00	69	10,362.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Full
01073	00602	Color copier/Xerox	10/7/2011	102011	60	13,899.00	44	7,644.45	32	7,412.80	2,779.80	2,779.80	10,424.25	10,192.60	3,474.75	3,706.40	0.00	
01092	Temp 68	Heavy Equipment Tire Balancer	4/2/2012	42012	60	54,442.51	38	24,499.25	26	23,591.75	10,888.56	10,888.50	35,387.81	34,480.26	19,054.70	19,962.25	0.00	
01103	Temp 64	Icom Pajarito Repeater	6/30/2012	62012	10	10,100.75	10	10,100.75	24	10,100.75	0.00	0.00	10,100.75	10,100.75	0.00	0.00	0.00	

Tag Number	Asset ID	Description	Acquisition Date		Life	Cost	FY2015 Life	Beginning Depreciation	FY2014 Life	Recalculated Beginning Depreciation	Current Depreciation	Recalculated Current Depreciation	Accumulated Depreciation	Recalculated Accumulated Depreciation	Net Book Value	Recalculated Net Book Value	Gain/(Loss)Disposed before Disposal Depreciation	Full/Partial Disposal
01102	Temp 65	Icom Taos Ski Village Repeater	6/30/2013	62013	10	10,100.75	10	10,100.75	12	10,100.75	0.00	0.00	10,100.75	10,100.75	0.00	0.00	0.00	
01101	1327Improve	Security Camera System	9/30/2014	92014	60	5,635.00	9	0.00	9	0.00	939.20	845.25	939.20	845.25	4,695.80	4,789.75	0.00	
01082	01082	84" Angle Broom for Bobcat	10/28/2014	102014	84	5,272.16	8	0.00	8	0.00	564.84	502.11	564.84	502.11	4,707.32	4,770.05	0.00	
		Total Computer & Related Equipment - Computer & Related Equipment				**120,995.17**		**60,321.20**		**72,751.05**	**15,172.40**	**15,015.66**	**75,493.60**	**74,197.72**	**31,932.57**	**33,228.45**	**0.00**	
	00877	Avail System	6/30/2014	62014	120	359,810.42	12	2,998.42	0	0.00	35,981.04	35,981.04	38,979.46	35,981.04	320,830.96	323,829.38	0.00	
	00878	Facilities maintenance architect design/Huitt-Zollars	6/30/2014	62014	240	67,463.50	12	281.10	0	0.00	3,373.20	3,373.18	3,654.30	3,373.18	63,809.20	64,090.33	0.00	
	AVAIL(2)	Avail System	9/23/2014	92014	120	119,936.80	9	0.00	9	0.00	9,994.70	8,995.26	9,994.70	8,995.26	109,942.10	110,941.54	0.00	
	AVAIL(3)	FY2015 Change Order Avail System	5/26/2015	52015	120	3,241.81	1	0.00	1	0.00	0.00	27.02	0.00	27.02	3,241.81	3,214.79	0.00	
		Total Intangible Assets - Intangible Assets (i.e. Software, Easement, Studies,				**550,452.53**		**3,279.52**		**0.00**	**49,348.94**	**48,376.49**	**52,628.46**	**48,376.49**	**497,824.07**	**502,076.04**	**0.00**	
Land 1	Land 1	1327 Riverside Dr. Land	8/17/2009	82009	0	393,734.84	0	0.00	58	0.00	0.00	0.00	0.00	0.00	393,734.84	393,734.84	0.00	
Land 2	Land 2	Black Mesa Estates Land	8/17/2009	82009	0	834,276.26	0	0.00	58	0.00	0.00	0.00	0.00	0.00	834,276.26	834,276.26	0.00	
					Total Land - Land	**1,228,011.10**		**0.00**		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**1,228,011.10**	**1,228,011.10**	**0.00**	
Lease Hold 1	Lease Hold 1	Southwest Design	8/26/2009	82009	0	0.00	0	0.00	58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Full
		Total Leasehold Improvements - Leasehold Improvements				**0.00**		**0.00**		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	
01083	T-510	2000 Ford Econoline	1/1/2006	12006	48	26,000.00	48	26,000.00	101	26,000.00	0.00	0.00	26,000.00	26,000.00	0.00	0.00	0.00	
T-508	T-508	2001 Dodge RMV	10/1/2007	102007	0	0.00	0	0.00	80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Full
T-512	T-512	2001 Dodge RMV	10/1/2007	102007	0	0.00	0	0.00	80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Full
01094	T-525	2008 Chevy Impala	10/23/2007	102007	84	17,800.00	84	17,800.00	80	16,952.38	0.00	847.62	17,800.00	17,800.00	0.00	0.00	0.00	
T-502	T-502	2008 Ford Startrans Bus	4/8/2008	42008	0	0.00	0	0.00	74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Full
00400	T-518	2008 Chevy Uplander Braun Van	4/30/2008	42008	41	32,320.00	41	32,320.00	74	32,320.00	0.00	0.00	32,320.00	32,320.00	0.00	0.00	0.00	
T-519	T-519	2008 Chevy Uplander Braun Van	6/30/2008	62008	48	32,320.00	48	0.00	72	32,320.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Full
T-520	T-520	2008 Ford Startrans Bus	6/30/2008	62008	60	45,309.00	60	0.00	72	45,309.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Full
T-524	T-524	2007 Chevy/Braun Mini Van	6/30/2008	62008	48	32,320.00	48	32,320.00	72	32,320.00	0.00	0.00	32,320.00	32,320.00	0.00	0.00	0.00	
T-527	T-527	2008 Ford Braun Para Transit Van	6/30/2008	62008	48	37,794.00	48	0.00	72	37,794.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Full
T-526	T-526	2008 Ford Braun	8/14/2008	82008	0	0.00	0	0.00	70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Full
T-534	T-534	2009 GMC Glavel	7/31/2009	72009	84	102,167.00	71	87,085.11	59	71,760.15	14,595.24	14,595.29	101,680.35	86,355.44	486.65	15,811.56	0.00	
00412	T-533	2008 Chevy Uplander	8/17/2009	82009	40	32,320.00	40	32,320.00	58	32,320.00	0.00	0.00	32,320.00	32,320.00	0.00	0.00	0.00	
01090	T-536	2009 Ford Goshen	8/17/2009	82009	60	45,619.00	60	44,098.45	58	44,098.37	1,520.55	1,520.63	45,619.00	45,619.00	0.00	0.00	0.00	
01091	T-535	2009 Ford Goshen	8/17/2009	82009	60	45,619.00	60	44,098.45	58	44,098.37	1,520.55	1,520.63	45,619.00	45,619.00	0.00	0.00	0.00	
T-532	T-532	2008 Chevy Uplander	8/17/2009	82009	0	0.00	0	0.00	58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	Full
01089	T-537	2010 Ford StarTrans	2/24/2010	22010	60	35,000.00	60	26,833.25	52	30,333.33	8,166.75	4,666.67	35,000.00	35,000.00	0.00	0.00	0.00	
00835	T-545	2011 Chevy/Goshen	6/30/2010	62010	60	55,569.00	60	37,972.15	48	44,455.20	17,596.85	11,113.80	55,569.00	55,569.00	0.00	0.00	0.00	
01078	T-544	2011 Chevy/Goshen	6/30/2010	62010	60	55,569.00	60	37,972.15	48	44,455.20	17,596.85	11,113.80	55,569.00	55,569.00	0.00	0.00	0.00	
01080	T-543	2011 Chevy/Goshen	6/30/2010	62010	60	55,569.00	60	37,972.15	48	44,455.20	17,596.85	11,113.80	55,569.00	55,569.00	0.00	0.00	0.00	
00387	T-538	2011 Chevrolet 2500HD	9/8/2010	92010	84	34,011.00	57	20,487.51	45	18,220.18	4,858.68	4,858.71	25,346.19	23,078.89	8,664.81	10,932.11	0.00	
00415	T-542	2010 Chevy Glaval	10/25/2010	102010	60	77,256.00	56	56,654.40	44	56,654.40	15,451.20	15,451.20	72,105.60	72,105.60	5,150.40	5,150.40	0.00	
00841	T-539	2010 Chevy Glaval	10/25/2010	102010	60	77,256.00	56	56,654.40	44	56,654.40	15,451.20	15,451.20	72,105.60	72,105.60	5,150.40	5,150.40	0.00	
01086	T-540	2010 Chevy Glaval	10/25/2010	102010	60	77,256.00	56	56,654.40	44	56,654.40	15,451.20	15,451.20	72,105.60	72,105.60	5,150.40	5,150.40	0.00	
T-541	T-541	2010 Chevy Glaval	10/25/2010	102010	60	77,256.00	56	56,654.40	44	56,654.40	15,451.20	15,451.20	72,105.60	72,105.60	5,150.40	5,150.40	0.00	
01093	T-550	2011 Inter/Champion	1/6/2011	12011	120	153,760.00	53	61,503.92	41	52,534.67	15,375.96	15,376.00	76,879.88	67,910.67	76,880.12	85,849.33	0.00	
T-548	T-548	2011 Inter/Champion	1/6/2011	12011	120	153,760.00	53	61,503.92	41	52,534.67	15,375.96	15,376.00	76,879.88	67,910.67	76,880.12	85,849.33	0.00	
T-549	T-549	2011 Inter/Champion	1/6/2011	12011	120	153,760.00	53	61,503.92	41	52,534.67	15,375.96	15,376.00	76,879.88	67,910.67	76,880.12	85,849.33	0.00	
00414	T-547	2001 Ford Crown Vic	1/28/2011	12011	84	1,200.00	53	702.96	41	585.71	171.48	171.43	874.44	757.14	325.56	442.86	0.00	

Tag Number	Asset ID	Description	Acquisition Date		Life	Cost	FY2015 Life	Beginning Depreciation	FY2014 Life	Recalculated Beginning Depreciation	Current Depreciation	Recalculated Current Depreciation	Accumulated Depreciation	Recalculated Accumulated Depreciation	Net Book Value	Recalculated Net Book Value	Gain/(Loss)Disposed before Disposal Depreciation	Full/Partial Disposal
00820	T-546	2000 Ford Taurus	1/28/2011	12011	84	2,500.00	53	1,464.24	41	1,220.24	357.12	357.14	1,821.36	1,577.38	678.64	922.62	0.00	
00833	T-551	2011 Ford/Glaval	2/21/2011	22011	84	111,368.00	52	54,093.04	40	53,032.38	15,909.72	15,909.71	70,002.76	68,942.10	41,365.24	42,425.90	0.00	
00425	T-552	2010 Ford StarTrans	7/2/2011	72011	60	35,000.00	47	20,999.88	35	20,416.67	6,999.96	7,000.00	27,999.84	27,416.67	7,000.16	7,583.33	0.00	
01087	T-555	2011 Chevy/Glaval	9/9/2011	92011	60	68,728.00	45	38,945.95	33	37,800.40	13,745.64	13,745.60	52,691.59	51,546.00	16,036.41	17,182.00	0.00	
T-560	T-560	2011 Ford/Glaval	9/9/2011	92011	60	68,728.00	45	38,945.95	33	37,800.40	13,745.64	13,745.60	52,691.59	51,546.00	16,036.41	17,182.00	0.00	
00444	T-562	2011 Ford/Glaval	9/19/2011	92011	48	44,636.32	45	28,269.59	33	30,687.47	11,159.04	11,159.08	39,428.63	41,846.55	5,207.69	2,789.77	0.00	
01079	T-561	2011 Ford/Braun	9/19/2011	92011	48	44,636.32	45	28,269.59	33	30,687.47	11,159.04	11,159.08	39,428.63	41,846.55	5,207.69	2,789.77	0.00	
01088	T-563	2011 Ford/Braun	9/19/2011	92011	48	44,636.32	45	28,269.59	33	30,687.47	11,159.04	11,159.08	39,428.63	41,846.55	5,207.69	2,789.77	0.00	
01085	T-559	2011 Chevy/Glaval	9/21/2011	92011	60	77,987.00	45	40,478.89	33	42,892.85	15,597.36	15,597.40	56,076.25	58,490.25	21,910.75	19,496.75	0.00	
01095	T-554	2011 Ford/Glaval	9/21/2011	92011	84	107,767.00	45	43,619.97	33	42,337.04	15,395.28	15,395.29	59,015.25	57,732.32	48,751.75	50,034.68	0.00	
01100	T-556	2011 Ford/Glaval	9/21/2011	92011	60	68,728.00	45	38,945.95	33	37,800.40	13,745.64	13,745.60	52,691.59	51,546.00	16,036.41	17,182.00	0.00	
T-557	T-557	2011 Ford/Glaval	9/21/2011	92011	60	68,728.00	45	38,945.95	33	37,800.40	13,745.64	13,745.60	52,691.59	51,546.00	16,036.41	17,182.00	0.00	
T-558	T-558	2011 Ford/Glaval	9/21/2011	92011	60	68,728.00	45	38,945.95	33	37,800.40	13,745.64	13,745.60	52,691.59	51,546.00	16,036.41	17,182.00	0.00	
00844	T-553	2011 Ford/Glaval	10/27/2011	102011	84	107,767.00	44	43,619.97	32	41,054.10	15,395.28	15,395.29	59,015.25	56,449.38	48,751.75	51,317.62	0.00	
T-565	00823	2014 Chevy/Glaval E4500/Titan II 14 Passenger	3/11/2013	32013	60	75,245.00	27	20,065.28	15	18,811.25	7,524.48	15,049.00	27,589.76	33,860.25	47,655.24	41,384.75	0.00	
T-566	00809	2014 Chevy/Glaval E4500/Titan II 14 Passenger	3/11/2013	32013	60	75,245.00	27	20,065.28	15	18,811.25	7,524.48	15,049.00	27,589.76	33,860.25	47,655.24	41,384.75	0.00	
T-567	00801	2014 Chevy/Glaval E4500/Titan II 18 Passenger	3/26/2013	32013	60	78,074.00	27	20,819.68	15	19,518.50	5,204.90	15,614.80	26,024.58	35,133.30	52,049.42	42,940.70	0.00	
T-568	00798	2014 Freight Liner/Champion	4/5/2013	42013	60	149,966.00	26	37,491.45	14	34,992.07	12,497.15	29,993.20	49,988.60	64,985.27	99,977.40	84,980.73	0.00	
T-571	00812	2014 Chevy/Glaval E4500/Titan II 20 Passenger	4/24/2014	42014	60	80,594.00	14	9,402.61	2	2,686.47	9,402.61	16,118.80	18,805.22	18,805.27	61,788.78	61,788.73	0.00	
T-572	00854	2014 Chevy/Glaval E4500/Titan II 14 Passenger	6/20/2014	62014	60	75,245.00	12	8,778.56	0	0.00	6,691.40	15,049.00	15,469.96	15,049.00	59,775.04	60,196.00	0.00	
T-573	00785	2014 Chevy/Glaval E4500/Titan II 20 Passenger	6/20/2014	62014	60	75,245.00	12	8,778.56	0	0.00	6,691.40	15,049.00	15,469.96	15,049.00	59,775.04	60,196.00	0.00	
T-570	00782	2014 Chevy/Glaval E4500/Titan II 20 Passenger	4/24/2014	42014	60	80,594.00	14	9,402.61	2	2,686.47	9,402.61	16,118.80	18,805.22	18,805.27	61,788.78	61,788.73	0.00	
01081	M-577	2014 S630 Bobcat Skid Steer Loader	10/28/2014	102014	84	42,352.72	8	0.00	8	0.00	4,537.80	4,033.59	4,537.80	4,033.59	37,814.92	38,319.13	0.00	
01076	T-578	2015 Ford Explorer	11/17/2014	112014	84	28,405.00	7	0.00	7	0.00	2,705.20	2,367.08	2,705.20	2,367.08	25,699.80	26,037.92	0.00	
01098	T-574	2014 Chevy/Glaval Titan II	1/14/2015	12015	60	75,245.00	5	0.00	5	0.00	7,524.48	6,270.42	7,524.48	6,270.42	67,720.52	68,974.58	0.00	
01077	T-575	2014 MV-1 Deluxe	1/29/2015	12015	48	54,185.00	5	0.00	5	0.00	6,773.10	5,644.27	6,773.10	5,644.27	47,411.90	48,540.73	0.00	
01084	T-530	2013 Ford F550/Startrans	4/1/2015	42015	60	48,600.00	2	0.00	2	0.00	2,430.00	1,620.00	2,430.00	1,620.00	46,170.00	46,980.00	0.00	
		Total Vehicles - Vehicles				**3,315,743.68**		**1,507,730.08**		**1,561,542.37**	**452,326.13**	**499,292.21**	**1,960,056.21**	**1,945,411.58**	**1,240,264.47**	**1,254,909.10**	**0.00**	
Report Total						8,559,556.39		1,773,637.97		1,835,958.45	609,407.43	655,245.46	2,383,045.40	2,362,211.92	6,047,518.99	6,068,352.47	0.00	
								UNDERSTATED		62,320.48	UNDERSTATED	45,838.03	OVERSTATED	(20,833.48)		20,833.48		

North Central Regional Transit District
Financial Summary
As of October 31, 2015

Summary:
The North Central Regional Transit District (NCRTD) is currently reporting the fourth month of financial activity. The expenses/revenues that should be reported for the period through October 31, 2015, which represents 33.3% of the budget.

The monthly budget figures for the federal grant revenues and expenditure figures from the charts/tables have been divided using a straight-line method (1/12 increments). The GRT monthly budget figures are allocated utilizing trends from the last six fiscal years. NCRTD reports financials that follow GAAFR (Governmental Accounting, Auditing, and Financial Reporting). The charts/tables compare the current year revenues and expenditures to the previous year.

Financial Highlights

Revenue:
As of October 31, 2015, total revenues of $1,749,186 have been received, which is 13.9% of budgeted revenues. NCRTD has $1,304,040 of GRT through August and $274,131 of Federal grant revenues through August.

Expenditures:
As of October 31, 2015, NCRTD recognized expenditures totaling $2,097,250 which is 16.7% of total budgeted expenditures.

Of which $966,567 was spent in October, $114,095 was in Administration, $785,951 in Operations and $66,521n Capital Outlay. Administration has spent 30.8%, Operations 18.3% and Capital Outlay 3.0% of its budgets year to date.

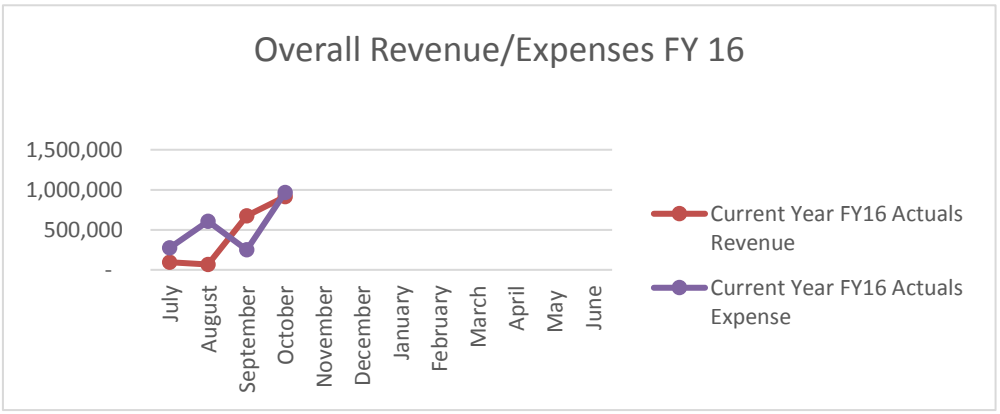
Other Matters:
N/A

MONTHLY BOARD REPORT

FY2016 (July 1, 2015 to June 30, 2016)

NCRTD Revenue and Expenses vs. Budget

As of October 31, 2015



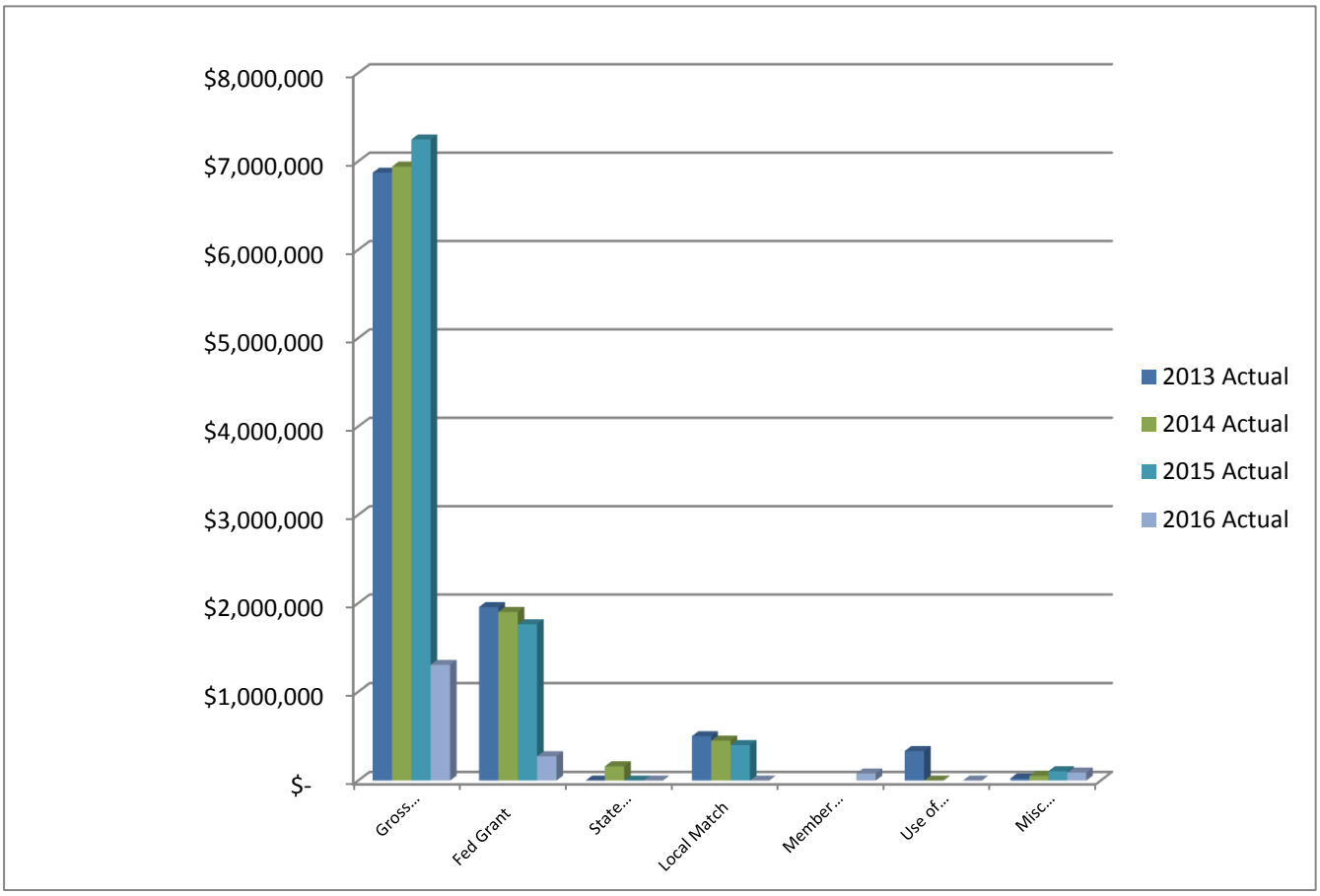
	Budget Revenue FY16	Current Year FY16 Actuals Revenue	Budget Expenses FY16	Current Year FY16 Actuals Expense
July	935,945	94,428	935,945	273,848
August	935,945	66,895	935,945	607,663
Septembe	935,945	674,360	935,945	249,172
October	1,082,301	913,503	1,082,301	966,567
November	1,082,301		1,082,301	
December	1,082,301		1,082,301	
January	1,082,301		1,082,301	
February	1,082,301		1,082,301	
March	1,082,301		1,082,301	
April	1,082,301		1,082,301	
May	1,082,301		1,082,301	
June	1,082,301		1,082,301	
Totals	$ 12,548,543	$ 1,749,186	$ 12,548,543	$ 2,097,250

MONTHLY BOARD REPORT

FY2016 (July 1, 2015 to June 30, 2016)

NCRTD Revenue by Sources

As of October 31, 2015



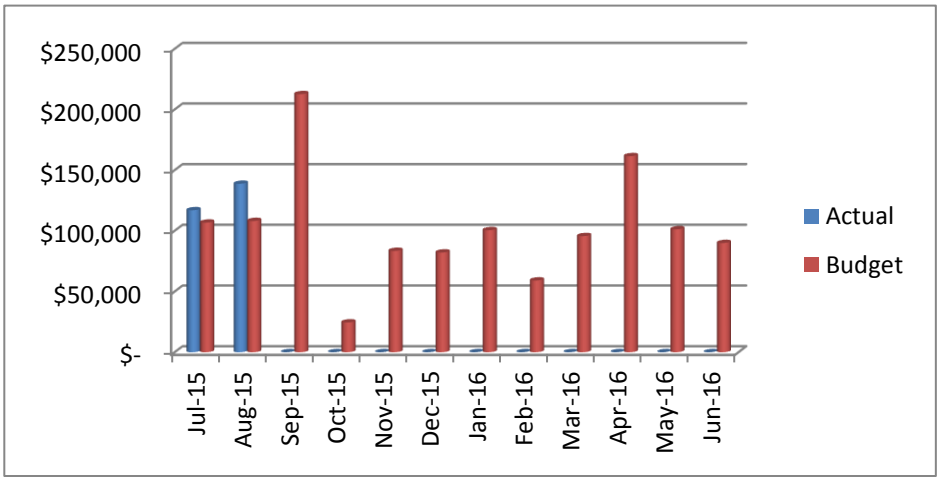
	2013 Actual	2014 Budget	2014 Actual	2015 Actual	2016 Budget	2016 Actual	% of Actual vs budget
Gross Receipt	$ 6,871,271	$ 6,757,529	$ 6,941,122	$ 7,247,360	$ 6,903,500	$ 1,304,040	18.9%
Fed Grant	$ 1,957,128	$ 2,198,429	$ 1,902,036	$ 1,762,384	$ 3,781,539	$ 274,131	7.2%
State Capital/Outlay	$ -	$ 170,000	$ 161,188	$ -	$ 301,312	$ -	0.0%
Local Match	$ 500,000	$ 450,000	$ 450,000	$ 400,000	$ 350,000	$ -	0.0%
Member Contributions					$ 80,344	$ 80,344	100.0%
Use of Fund Balance	$ 333,000		$ -		$ 688,552	$ -	0.0%
Misc Revenues	$ 24,312	$ 60,500	$ 53,637	$ 105,967	$ 443,296	$ 90,671	20.5%
TOTAL	$ 9,685,711	$ 9,636,458	$ 9,507,983	$ 9,515,711	$ 12,548,543	$ 1,749,186	13.9%

MONTHLY BOARD REPORT

FY2016 (July 1, 2015 to June 30, 2016)

Gross Receipts Revenue By County

LOS ALAMOS COUNTY



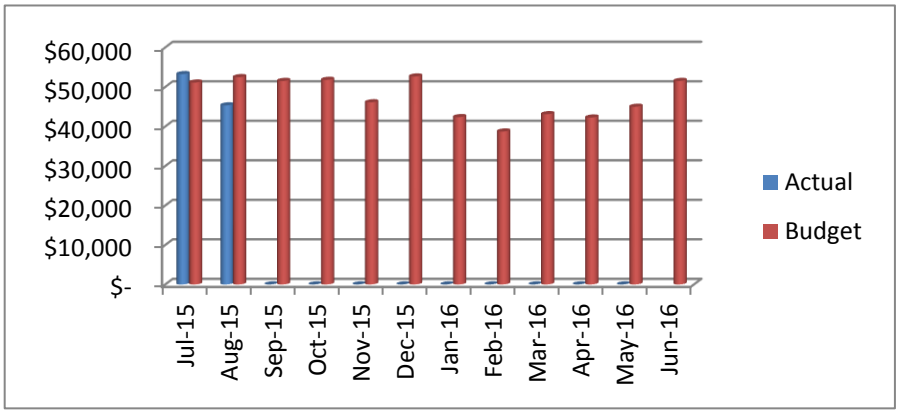
Date Received		Actual		Budget	of Monthly Budget
Jul-15	$	116,870	$	106,697	110%
Aug-15	$	138,688	$	108,045	128%
Sep-15	$	-	$	212,660	0%
Oct-15	$	-	$	24,500	0%
Nov-15	$	-	$	83,423	0%
Dec-15	$	-	$	82,075	0%
Jan-16	$	-	$	100,450	0%
Feb-16	$	-	$	59,045	0%
Mar-16	$	-	$	95,550	0%
Apr-16	$	-	$	161,455	0%
May-16	$	-	$	101,185	0%
Jun-16	$	-	$	89,915	0%
YTD Total	$	255,558	$	1,225,000	21%

MONTHLY BOARD REPORT

FY2016 (July 1, 2015 to June 30, 2016)

Gross Receipts Revenue By County

RIO ARRIBA COUNTY



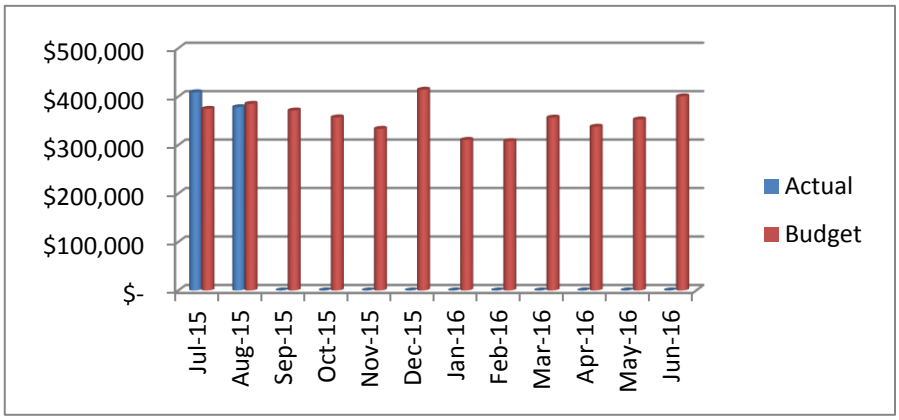
Date Received		Actual		Budget	Actual Revenue % of Monthly Budget
Jul-15	$	53,233	$	51,108	104%
Aug-15	$	45,322	$	52,473	86%
Sep-15	$	-	$	51,506	0%
Oct-15	$	-	$	51,790	0%
Nov-15	$	-	$	46,105	0%
Dec-15	$	-	$	52,643	0%
Jan-16	$	-	$	42,353	0%
Feb-16	$	-	$	38,715	0%
Mar-16	$	-	$	43,092	0%
Apr-16	$	-	$	42,240	0%
May-16	$	-	$	44,968	0%
Jun-16			$	51,506	0%
YTD Total	$	98,555	$	568,500	17%

MONTHLY BOARD REPORT

FY2016 (July 1, 2015 to June 30, 2016)

Gross Receipts Revenue By County

SANTA FE COUNTY



Date Received	Actual	Budget	Actual Revenue % of Monthly Budget
Jul-15	$ 408,793	$ 374,530	109%
Aug-15	$ 378,033	$ 384,850	98%
Sep-15	$ -	$ 371,090	0%
Oct-15	$ -	$ 356,900	0%
Nov-15	$ -	$ 333,250	0%
Dec-15	$ -	$ 414,090	0%
Jan-16	$ -	$ 310,460	0%
Feb-16	$ -	$ 307,880	0%
Mar-16	$ -	$ 356,470	0%
Apr-16	$ -	$ 337,550	0%
May-16	$ -	$ 352,600	0%
Jun-16	$ -	$ 400,330	0%
YTD Total	$ 786,826	$ 4,300,000	18%

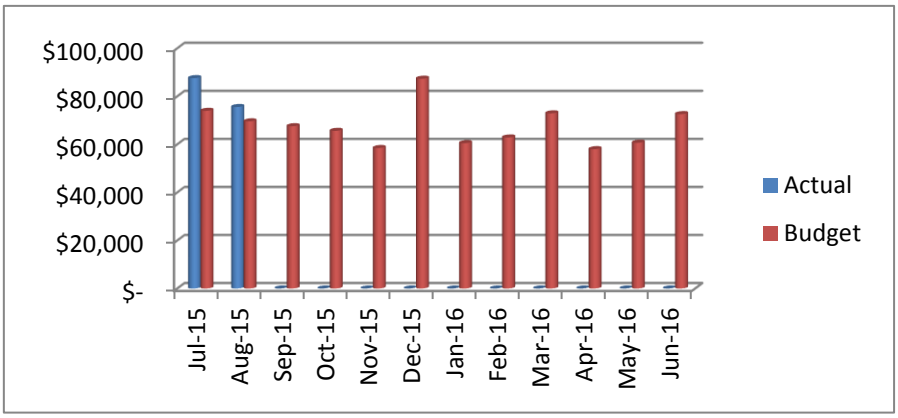
** Note one-half of the SF County GRT is allocated to Rio Metro

MONTHLY BOARD REPORT

FY2016 (July 1, 2015 to June 30, 2016)

Gross Receipts Revenue By County

TAOS COUNTY

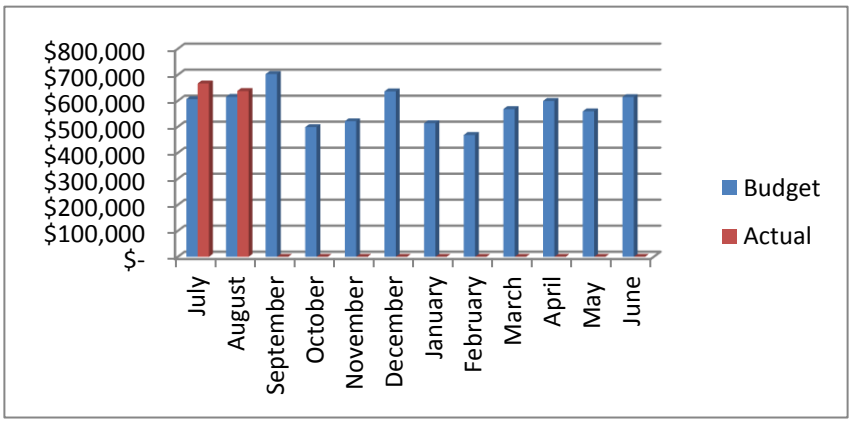


Date Received		Actual		Budget	% of Monthly Budget
Jul-15	$	87,557	$	73,953	118%
Aug-15	$	75,544	$	69,579	109%
Sep-15	$	-	$	67,554	0%
Oct-15	$	-	$	65,610	0%
Nov-15	$	-	$	58,482	0%
Dec-15	$	-	$	87,318	0%
Jan-16	$	-	$	60,507	0%
Feb-16	$	-	$	62,856	0%
Mar-16	$	-	$	72,900	0%
Apr-16	$	-	$	57,996	0%
May-16	$	-	$	60,669	0%
Jun-16	$	-	$	72,576	0%
YTD Total	$	163,101	$	810,000	20%

MONTHLY BOARD REPORT

FY2016 (July 1, 2015 to June 30, 2016)

Gross Receipts Revenue Thru October 31, 2015



Budget to Actual FY2016

	Budget	Actual	Actual Revenue % of Monthly Budget
July	$ 606,288	$ 666,453	110%
August	$ 614,947	$ 637,587	104%
September	$ 702,810	$ -	0%
October	$ 498,800	$ -	0%
November	$ 521,260	$ -	0%
December	$ 636,126	$ -	0%
January	$ 513,770	$ -	0%
February	$ 468,496	$ -	0%
March	$ 568,012	$ -	0%
April	$ 599,241	$ -	0%
May	$ 559,422	$ -	0%
June	$ 614,327	$ -	0%
	$ 6,903,500	**$ 1,304,040**	**19%**

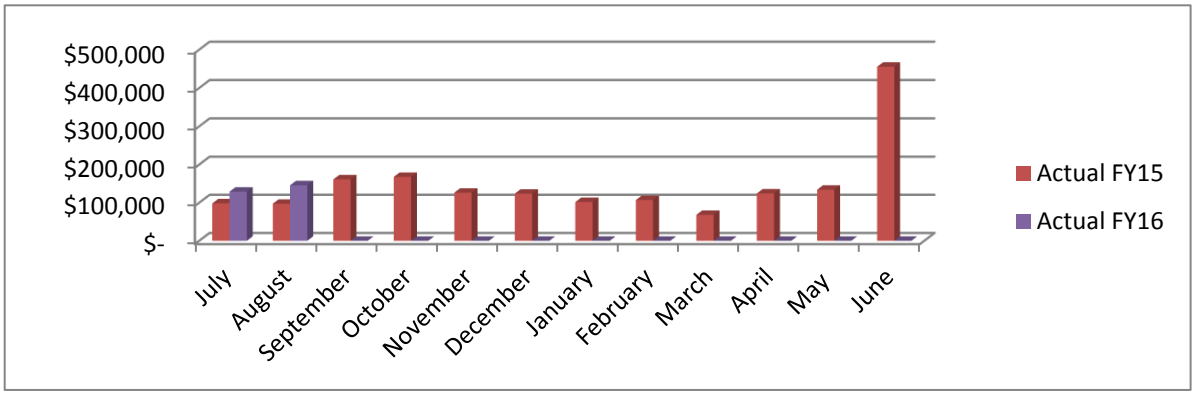
Prior Year vs. Current Year

	Prior Year FY2015	Current Year FY2016	Inc/Dec from Prior Year to Current Year
July	$ 640,624	$ 666,453	$ 25,829
August	$ 586,498	$ 637,587	$ 51,089
September	$ 711,747	$ -	$ (711,747)
October	$ 524,099	$ -	$ (524,099)
November	$ 524,404	$ -	$ (524,404)
December	$ 658,103	$ -	$ (658,103)
January	$ 557,752	$ -	$ (557,752)
February	$ 442,578	$ -	$ (442,578)
March	$ 568,669	$ -	$ (568,669)
April	$ 725,956	$ -	$ (725,956)
May	$ 602,505	$ -	$ (602,505)
June	$ 704,185	$ -	$ (704,185)
	$ 7,247,120	**$ 1,304,040**	**$ (5,943,080)**

MONTHLY BOARD REPORT

FY2016 (July 1, 2015 to June 30, 2016)

Grant Revenue



Budget to Actual FY2015

	Actual FY15	Budget FY16	Actual FY16	Actual Revenue % of Monthly Budget
July	$ 98,061	$ 244,799	$ 128,685	53%
August	$ 96,946	$ 244,799	$ 145,446	59%
September	$ 160,962	$ 244,799	$ -	0%
October	$ 167,516	$ 338,571	$ -	0%
November	$ 126,083	$ 338,571	$ -	0%
December	$ 123,492	$ 338,571	$ -	0%
January	$ 101,591	$ 338,571	$ -	0%
February	$ 106,716	$ 338,571	$ -	0%
March	$ 67,879	$ 338,571	$ -	0%
April	$ 124,015	$ 338,571	$ -	0%
May	$ 133,931	$ 338,571	$ -	0%
June	$ 455,192	$ 338,571	$ -	0%
	$ 1,762,384	**$ 3,781,539**	**$ 274,131**	7%

Prior Year vs. Current Year

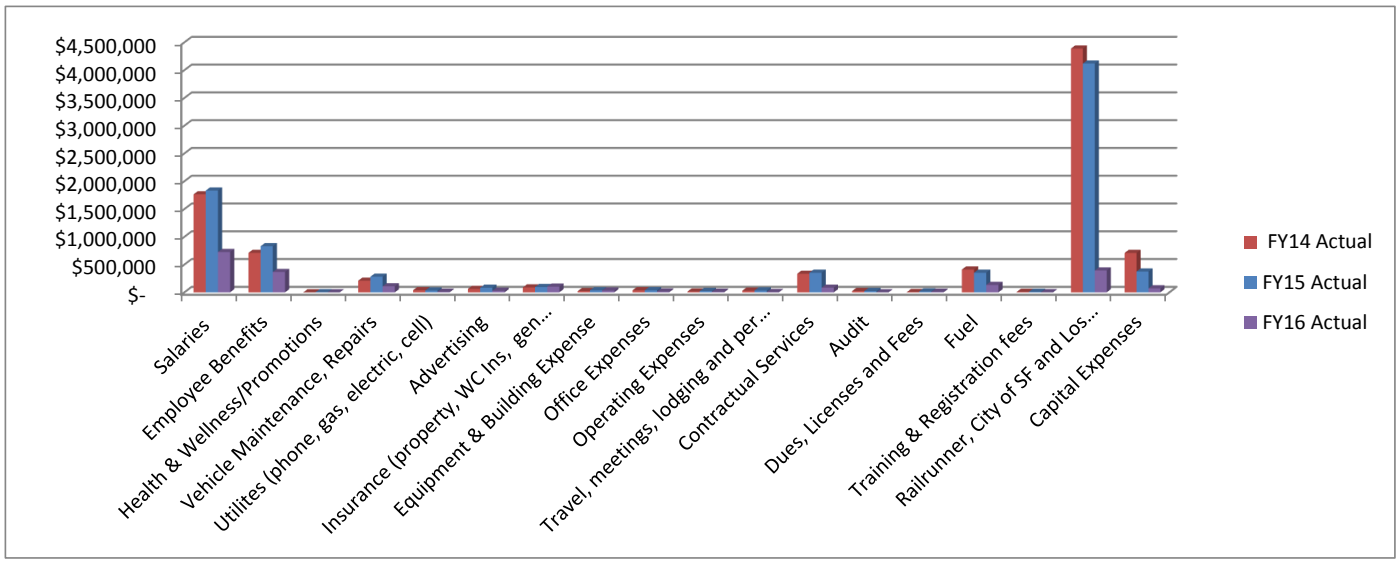
	Actual FY2014	Actual FY2015	Actual FY2016	Inc/(Dec) from Prior Year to Current Year
July	$ 81,096	$ 98,061	$ 128,685	$ 30,624
August	$ 127,744	$ 96,946	$ 145,446	$ 48,500
September	$ 195,614	$ 160,962	$ -	$ (160,962)
October	$ 113,711	$ 167,516	$ -	$ (167,516)
November	$ 150,353	$ 126,083	$ -	$ (126,083)
December	$ 102,402	$ 123,492	$ -	$ (123,492)
January	$ 112,085	$ 101,591	$ -	$ (101,591)
February	$ 123,056	$ 106,716	$ -	$ (106,716)
March	$ 221,112	$ 67,879	$ -	$ (67,879)
April	$ 221,326	$ 124,015	$ -	$ (124,015)
May	$ 137,177	$ 133,931	$ -	$ (133,931)
June	$ 316,361	$ 455,192	$ -	$ (455,192)
	$ 1,902,037	**$ 1,762,384**	**$ 274,131**	**$ (1,488,253)**

MONTHLY BOARD REPORT

NCRTD Expenses by Type

As of October 31, 2015

Year to Date Budget Variance 33.3%



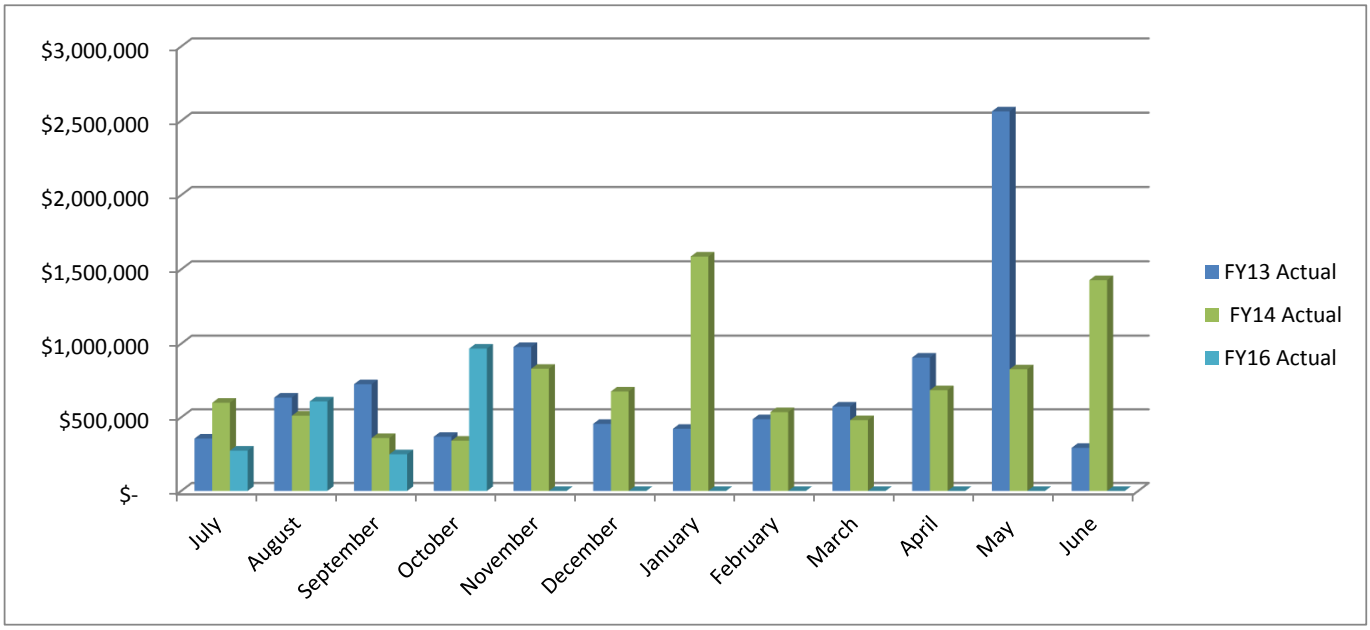
Comparative Expenses by Type

		FY14 Actual	FY15 Actual	Budget FY16	FY16 Actual	Year to Date Budget Variance
1	Salaries	$ 1,764,308	$ 1,831,697	$ 2,773,718	$ 725,549	26.2%
2	Employee Benefits	$ 709,864	$ 830,082	$ 1,245,195	$ 366,371	29.4%
3	Health & Wellness/Promotions	$ -	$ 2,555	$ 7,500	$ 78	1.0%
4	Vehicle Maintenance, Repairs	$ 209,623	$ 281,344	$ 260,700	$ 108,478	41.6%
5	Utilites (phone, gas, electric, cell)	$ 38,486	$ 33,084	$ 51,751	$ 10,680	20.6%
6	Advertising	$ 61,715	$ 82,687	$ 100,842	$ 28,692	28.5%
7	Insurance (property, WC Ins, gen liab, vehicle, civ	$ 87,589	$ 95,406	$ 115,196	$ 102,363	88.9%
8	Equipment & Building Expense	$ 22,181	$ 36,443	$ 76,735	$ 31,934	41.6%
9	Office Expenses	$ 36,948	$ 37,336	$ 67,163	$ 13,725	20.4%
10	Operating Expenses	$ 15,024	$ 22,812	$ 23,820	$ 9,976	41.9%
11	Travel, meetings, lodging and per diem	$ 30,111	$ 34,092	$ 41,245	$ 4,886	11.8%
12	Contractual Services	$ 333,948	$ 352,779	$ 369,603	$ 83,516	22.6%
13	Audit	$ 23,219	$ 23,433	$ 27,000	$ 619	2.3%
14	Dues, Licenses and Fees	$ 5,826	$ 15,961	$ 15,765	$ 10,754	68.2%
15	Fuel	$ 410,199	$ 352,857	$ 495,903	$ 133,126	26.8%
16	Training & Registration fees	$ 8,825	$ 9,087	$ 20,799	$ 1,450	7.0%
17	Railrunner, City of SF and Los Alamos	$ 4,387,272	$ 4,118,232	$ 4,447,190	$ 393,413	8.8%
18	Capital Expenses	$ 709,563	$ 374,409	$ 2,408,418	$ 71,640	3.0%
	TOTAL	$ 8,854,701	$ 8,534,297	$ 12,548,543	$ 2,097,250	16.7%

MONTHLY BOARD REPORT

FY2016 (July 1, 2015 to June 30, 2016)

NCRTD BUDGET EXPENDITURES OVERALL



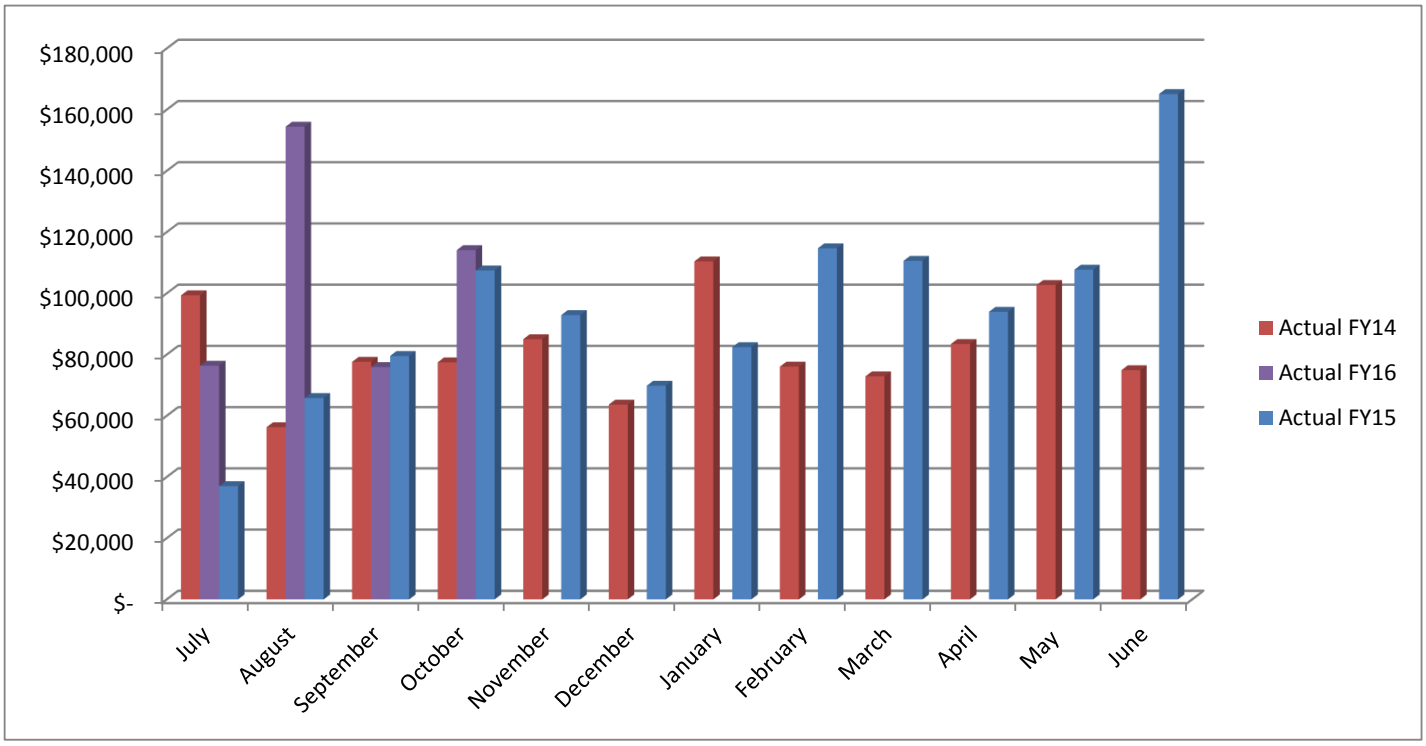
Budget to Actual FY2015

	FY13 Actual	FY14 Actual	FY15 Actual	Budget FY16	FY16 Actual	Inc/Dec of Budget vs Actual	Budget Variance
July	$ 355,735	$ 598,912	$ 546,007	$ 935,944.92	$ 273,848	$ 662,097	**29.3%**
August	$ 634,121	$ 511,240	$ 464,828	$ 935,944.92	$ 607,663	$ 328,282	**64.9%**
September	$ 724,752	$ 359,189	$ 313,124	$ 1,067,665.32	$ 249,172	$ 818,493	**23.3%**
October	$ 367,785	$ 341,082	$ 294,912	$ 1,067,665.32	$ 966,567	$ 101,098	**90.5%**
November	$ 977,721	$ 829,750	$ 783,580	$ 1,067,665.32	$ -	$ 1,067,665	**0.0%**
December	$ 455,530	$ 675,551	$ 625,552	$ 1,067,665.32	$ -	$ 1,067,665	**0.0%**
January	$ 422,342	$ 1,585,995	$ 1,534,559	$ 1,067,665.32	$ -	$ 1,067,665	**0.0%**
February	$ 487,459	$ 534,985	$ 287,772	$ 1,067,665.32	$ -	$ 1,067,665	**0.0%**
March	$ 573,082	$ 480,519	$ 429,154	$ 1,067,665.32	$ -	$ 1,067,665	**0.0%**
April	$ 905,718	$ 684,123	$ 1,339,437	$ 1,067,665.32	$ -	$ 1,067,665	**0.0%**
May	$ 2,563,210	$ 826,045	$ 934,795	$ 1,067,665.32	$ -	$ 1,067,665	**0.0%**
June	$ 292,818	$ 1,427,310	$ 1,300,982	$ 1,067,665.32	$ -	$ 1,067,665	**0.0%**
	$ 8,760,274	**$ 8,854,701**	**$ 8,854,701**	$ 12,548,543	**$ 2,097,250**	$ 10,451,293	**16.7%**

MONTHLY BOARD REPORT

FY2016 (July 1, 2015 to June 30, 2016)

Administration Expense Summary



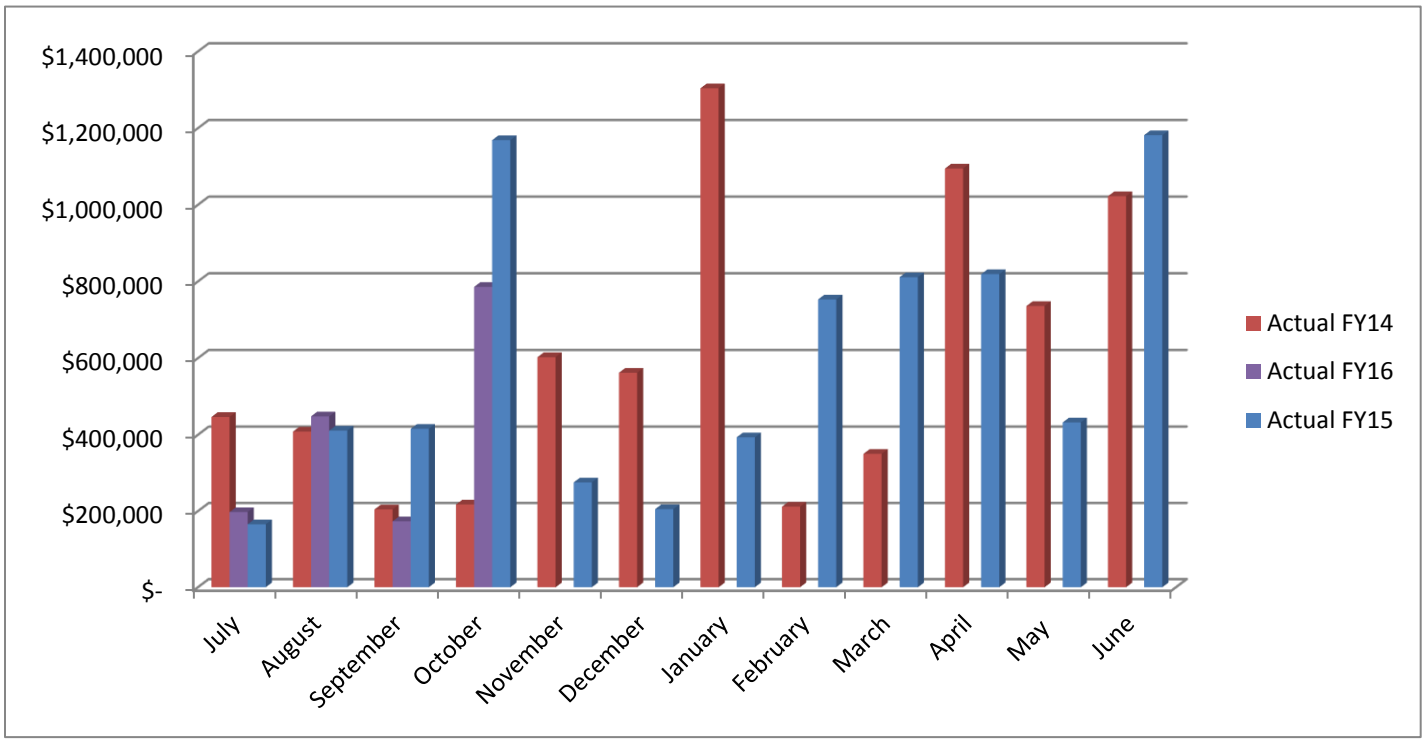
Budget to Actual FY2014/FY2015 Comparative

	Actual FY14	Actual FY15	Budget FY16	Actual FY16	Inc/Dec of Budget vs Actual	Budget Variance
July	$ 99,342	$ 36,996	$ 111,744	$ 76,354	$ 35,390	**68.3%**
August	$ 56,248	$ 65,796	$ 111,744	$ 154,434	$ (42,690)	**138.2%**
September	$ 77,618	$ 79,531	$ 114,302	$ 75,888	$ 38,414	**66.4%**
October	$ 77,447	$ 107,450	$ 114,302	$ 114,095	$ 207	**99.8%**
November	$ 84,993	$ 92,871	$ 114,302		$ 114,302	**0.0%**
December	$ 63,622	$ 69,805	$ 114,302		$ 114,302	**0.0%**
January	$ 110,423	$ 82,409	$ 114,302		$ 114,302	**0.0%**
February	$ 76,028	$ 114,696	$ 114,302		$ 114,302	**0.0%**
March	$ 72,862	$ 110,596	$ 114,302		$ 114,302	**0.0%**
April	$ 83,438	$ 93,933	$ 114,302		$ 114,302	**0.0%**
May	$ 102,701	$ 107,700	$ 114,302		$ 114,302	**0.0%**
June	$ 74,894	$ 165,099	$ 114,302		$ 114,302	**0.0%**
	$ 979,616	**$ 1,126,883**	$ 1,366,506	**$ 420,771**	$ 945,735	**30.8%**

MONTHLY BOARD REPORT

FY2016 (July 1, 2015 to June 30, 2016)

Operating Expense Summary



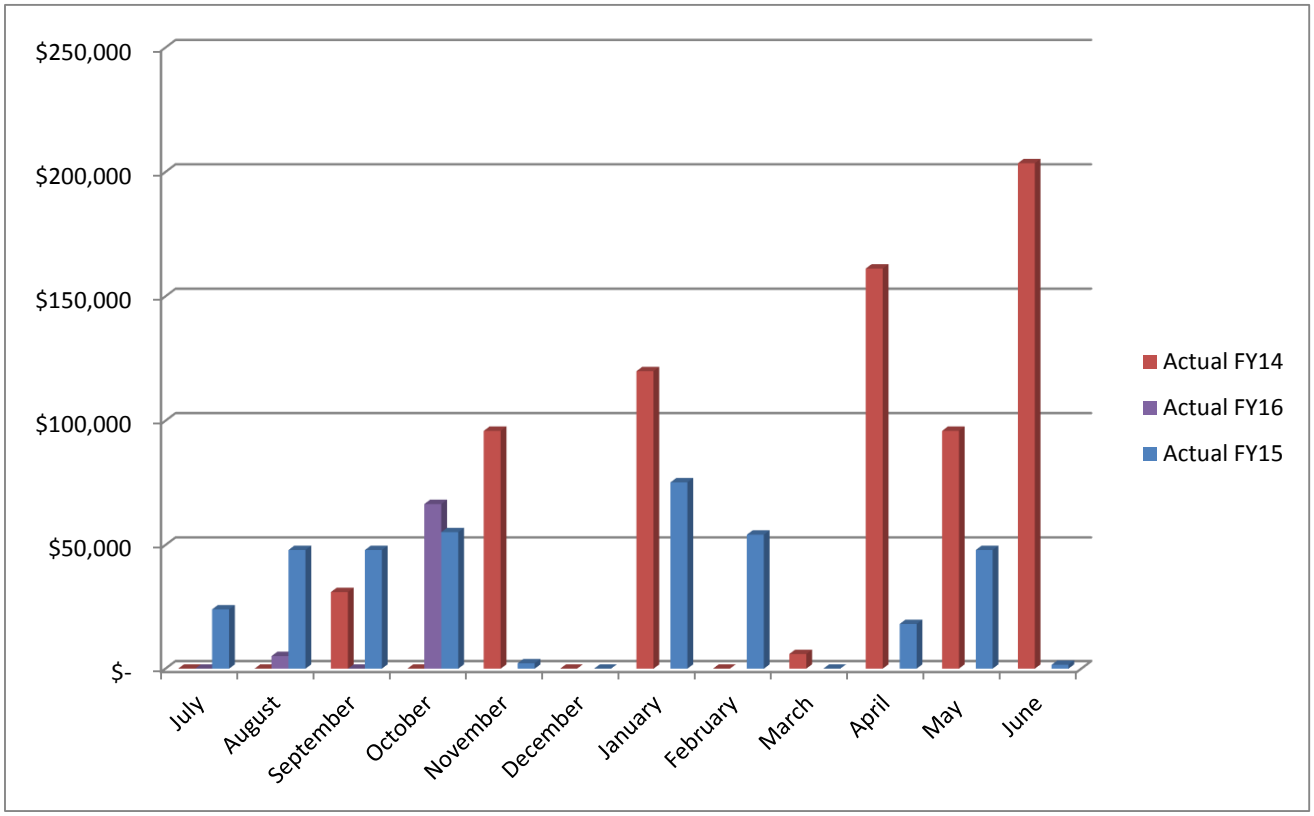
Budget to Actual FY2014/FY2015 Comparative

	Actual FY14	Actual FY15	Budget FY16	Actual FY16	Inc/Dec of Budget vs Actual	Budget Variance
July	$ 446,665	$ 165,544	$ 719,298	$ 197,494	$ 521,804	27.5%
August	$ 408,580	$ 411,069	$ 719,298	$ 448,110	$ 271,188	62.3%
September	$ 204,531	$ 415,730	$ 734,512	$ 173,284	$ 561,228	23.6%
October	$ 217,465	$ 1,168,758	$ 734,512	$ 785,951	$ (51,439)	107.0%
November	$ 602,638	$ 275,448	$ 734,512		$ 734,512	0.0%
December	$ 561,929	$ 205,224	$ 734,512		$ 734,512	0.0%
January	$ 1,304,199	$ 393,437	$ 734,512		$ 734,512	0.0%
February	$ 211,744	$ 753,200	$ 734,512		$ 734,512	0.0%
March	$ 350,376	$ 811,276	$ 734,512		$ 734,512	0.0%
April	$ 1,094,811	$ 819,256	$ 734,512		$ 734,512	0.0%
May	$ 736,145	$ 432,325	$ 734,512		$ 734,512	0.0%
June	$ 1,022,562	$ 1,181,739	$ 734,512		$ 734,512	0.0%
	$ 7,161,646	**$ 7,033,005**	$ 8,783,719	**$ 1,604,839**	$ 7,178,880	**18.3%**

MONTHLY BOARD REPORT

FY2016 (July 1, 2015 to June 30, 2016)

Capital Expense Summary



Budget to Actual FY2014/FY2015 Comparative

	Actual FY14	Actual FY15	Budget FY16	Actual FY16	Inc/Dec of Budget vs Actual	Budget Variance
July	$ -	$ 23,987	$ 104,903	$ -	$ 104,903	0%
August	$ -	$ 47,975	$ 104,903	$ 5,119	$ 99,784	5%
September	$ 30,974	$ 47,975	$ 218,851	$ -	$ 218,851	0%
October	$ -	$ 55,184	$ 218,851	$ 66,521	$ 152,330	30%
November	$ 95,949	$ 2,194	$ 218,851		$ 218,851	0%
December	$ -	$ -	$ 218,851		$ 218,851	0%
January	$ 119,937	$ 75,245	$ 218,851		$ 218,851	0%
February	$ -	$ 54,185	$ 218,851		$ 218,851	0%
March	$ 5,916	$ -	$ 218,851		$ 218,851	0%
April	$ 161,188	$ 18,078	$ 218,851		$ 218,851	0%
May	$ 95,949	$ 47,993	$ 218,851		$ 218,851	0%
June	$ 203,526	$ 1,593	$ 218,851		$ 218,851	0%
	$ 713,439	**$ 374,409**	$ 2,398,318	**$ 71,640**	$ 2,326,678	**3.0%**

Finance Subcommittee

Meeting October 30, 2015

9:00 a.m.

Board Members Present: *Pete Sheehey- Los Alamos County, Commissioner Miguel Chavez-Santa Fe County, Christy Van Buren-Ohkay Owingeh (All Telephonically)*

Staff Present: *Troy Bingham, Jackie Trujillo*

Absent: *Anthony Mortillaro, Alex Naranjo-Rio Arriba County, Henry Roybal-Santa Fe County, Jon Bulthuis-City of Santa Fe, Leonardo Cordova-Taos County, Philo Shelton-Los Alamos County, Jim Fambro-Taos County, Tessa Jo Mascarenas-Santa Fe County, Thomas Campos-Rio Arriba County*

Transcribed By: Jackie Trujillo

ROLL CALL

APPROVAL OF AGENDA

A. Discussion and Review of NCRTD Investment Report

Mr. Bingham discussed typical investment report we see quarterly, it doesn't have all the changes we have discussed in the last few board meetings as far as what we are going to do with investment strategies, it does reflect the old investment strategy.

Mr. Bingham explained investment report as of September 30, 2015 we are earning an average rate of return .35% and 1 year U.S. Treasury Bill is .33%.

Mr. Bingham added a new field on the investment report reference the average length of maturity, technically our portfolio is 8.4 months, not a full year but are doing well. Given the strategy he predicted we will do a lot better when we remove this money from the LGIP.
The LGIP earned $589.00 for the first quarter of this fiscal year, that same amount can be earned going with a CD, our CD's earned $250.00 for the quarter. Those CD's are at a $250,000.00 of based investments.

Mr. Bingham discussed moving moneys into CD's would be our new strategy and looking for new alternatives as far as we are looking to invest some of our money into T-Bills. Contact was made with a company LPL they handled the back end investing for Los Alamos National Bank and also the First Bank of Santa Fe. The two largest banks in our area. They have an

investment company that they do all their direct trading with the Treasuries. Contact was made with them to establish a broker relationship, to buy one year Treasuries that are backed by the U.S. government at 33 bases points which is how they make their commission, we may get them at 30 or 28 bases points.

Mr. Bingham explained our total earning for the quarter are $4,629.00 which will put us on track for $16,000.00 if continued at this pace for the year and hope to do better with the new strategy, the investments are in one year CD's although they do expire every month.

Mr. Bingham referred to the two blanks on the Certificate of Deposit Report for April and May, steps were done to fill those spaces by doing six months investments CD's with LANB in which one will expire in April and one in May. On the next investment report received in December or January you will notice those holes will be filled. We have had CD's offers from other Credit Unions, follow up has been done so that we could take advantage of those CD's.

Mr. Bingham asked if he had missed anything or if anyone had any questions or concerns.

Mr. Sheehey only question was with the Local Government Investment Pool, suggesting we will keep some activity there but not as much.

Mr. Bingham said the LGIP will change when the interest rate changes, when the Fed have increased the base interest rate theirs will have jumped dramatically. We will keep two hundred fifty thousand dollars to half a million dollars with them, the more we keep with them the less rate of return we get, they only get 13 bases points. The more we can put money into staggered CD's the better returns we can get.

Mr. Sheehey questioned if with the broker rate percentage if we would do okay.

Mr. Bingham stated that we have not gotten their final offer we would have to enter the contractual relationship which will have to be reviewed by our legal department. He is hoping that the 28 bases points and a treasury CD can be sold within ten to fifteen days, we could get a good rate of return and the liquidity with still be available and if we need it, access to get it is within fifteen days. Although he doesn't anticipate that to be the need.

Mr. Sheehey referring to last month's meeting (September 25, 2015) which was cancelled for lack of a Quorum, he asked about the complete revised investment strategy written out, if we are waiting on that, or before it goes in front of the RTD Board, do we have to officially meet and approve and then send to the RTD Board.

Mr. Bingham answered by stating Commissioner Chavez and Counselor both looked at the strategy, it was taken to the Board, there were no comments made at open board session or at the closed session.

Mr. Bingham stated that this investment report does not reflect the strategy, the new report for December you will see our change for a more aggressive strategy for CD's rather than using the LGIP as a holding pot.

Mr. Sheehey stated that the revised report looked good but wanted to know if the RCTD Board still had to officially adopt and if it had to be for the next board meeting.

Mr. Bingham advised that we could adopt the resolution if that was his preference but was viewed more of a strategy, stated the finance committee, Mr. Bingham and Tony would have a strategy but the Board did vote on an investment policy that gave us the overall ground and frame work for the program. But strategy would like to have the finance committee's understanding as a group that that is something they want to do.

Mr. Sheehey asked if the policy was officially adopted by the board.

Mr. Bingham confirmed the policy was adopted but the strategy was just a comment that was brought up during Board session.

Mr. Sheehey stated we were on the right track and there is no sense in letting the money sit and earn a little return unless they come around and every quarter they meet to get a better return. I am sure we are not the only ones moving away from them when they are paying that low.

[Christy Vanburen entered the teleconference]

Mr. Sheehey began to give a brief summary of the most recent report. He informed her by moving these investments away from LGIP and into some Credit Unions and directly into Treasury bills we could get a better return. He stated that he is happy that the NCRTD adopted the policy.

Mr. Bingham began to give Ms. Vanburen a run thru of the investment report from the finance committee level. This is a report that is presented to the Finance Committee which a few changes could be made before sending to the Board adding the checking account as another investment which we get 5 bases points on. This overall investment report you will see we have CD's that are staggered on a monthly bases, they are one year CD's.

Mr. Bingman pointed out what CD's are doing well which the highest one is US Eagle at .75 bases point, the lowest is .4 bases points from Los Alamos Bank. Los Alamos Bank collateralize all their CD's which is why we do not get a better rate of return. LGIP is the biggest concern it gets 13 bases points (.13%) three times better than the checking account but not as good as a CD. A large amount of our money 29% of our investments are with LGIP, we earn $589.00 in the first quarter on 1.6 million dollars invested for the same money in a CD a half million dollar CD we can earn the same sort of return.

Mr. Bingham referred to the last Board Meeting regarding a strategy of moving more of this money out of the LGIP, not dropping it completely but moving it towards CD's and Treasury Bills. Our overall investment return is .35% or 35 bases points. One year Treasury bill if you compared us is .33% (33 bases points). We are doing well it's a passive way of investing money assuring that every dollar put in, is a dollar put out. Our risk is relatively low, our liquidity is high as we move to a less liquidity it shouldn't be an issue because we don't need the money right now.

Mr. Bingman explained the 5.7 million dollar is set aside in the long range plan, we plan on spending the money within the next 7 years, as there is no need for the money immediately.

Ms. Vanburen stated it is conservative although it is what it is and said it looks great.

Mr. Bingham asked if there was anything she may suggest or suggestions from Councilor Sheehey or Commissioner Chavez.

Mr. Chavez answered no, all was covered on his part, asking Mr. Bingham to track the market and see how the Credit Unions and CD's are tracking or what the rate of return is and it is something that we will need to keep monitoring, hopefully the local government investment will come around and will come close to what the rest of the market is doing. He said he is comfortable with the new policy and the direction that is being suggested.

Mr. Sheehey agreed.

Mr. Chavez asked Councilor Sheehey if we need to make a recommendation or do you see this as verbal recommendation on the next Board meeting and what is the time line.

Mr. Sheehey answered with these investment reports it is presented at the next Board Meeting in which they may ask the Chair or the Vice Chair if any comments and we will say we approve it. Does not recall that a motion needs to be passed.

Mr. Bingham confirmed there is no motion, just recommend to take it to the full Board.

Mr. Chavez asked if Mr. Bingham if he has this on a memo form, line item and a summary format.

Mr. Bingham confirmed the same memorandum given at this meeting is copied and add the fact the Finance Subcommittee reviewed and recommended it for the Board as a whole and we do add the checking account to the whole strategy when we show it to the board so that they can see the full 7 million dollars we have on hand at any given time.

Mr. Chavez advised that they are good to go and are ready to make the recommendation.

Mr. Sheehey if you would like to make a motion to recommend passing this to the board we can.

Mr. Chavez made a motion to present this investment policy to the full NCRTD Board at the next Board Meeting.

Ms. Vanburen second the motion

Mr. Sheehey it passed unanimous

B. Minutes from September 25, 2015

No Minutes – meeting did not have a quorum

MATTERS FROM THE SUBCOMMITTEE

Mr. Sheehey asked if there were any additional items for discussion, Mr. Chavez and Ms. Vanburen did not have anything to discuss.

Mr. Bingham added we will be looking at the salary and pay classification study next month and a report will be available for the insurance brokerage we had been looking into an idea of moving the insurance out for the market to look at.

Ms. Vanburen who is doing the salary study?

Mr. Bingham the salary study is being done by Personnel Systems, the same company we used two years ago

Ms. Vanburen okay

Mr. Sheehey if no further business I adjourn the meeting

ADJOURN – Next Finance Subcommittee meeting will be held November 20, 2015 at 9:00 AM.

EXECUTIVE REPORT
For November 2015

EXECUTIVE

- Continuing Taos Consolidation land acquisition process.
- Interviewed Insurance Brokers.
- Continued Taos Ski Valley service logistics review meetings.
- Commenced drafting of Annual Report.
- Continued review and discussion of outstanding site property issues with Attorney and Land Use consultant.
- Meet with consultant regarding compensation survey.
- Drafted NMTA quarterly newsletter article.
- Participated in meetings with TSV regarding transit services to ski area.
- Participated in discussion with the Town of Taos Lodger's Board.
- Reviewed computerized performance evaluation systems.
- Participated in interviews for Marketing Specialist.
- Meet with former board member James Rivera regarding access to health care thru transit.
- Reviewed planning software.
- Attended MPO TCC meeting.
- Attended via conference call APTA Small Operations Committee.
- Attended via conference call APTA State Affairs Committee.
- Attended NMTA monthly Board of Directors meeting.
- Met with Attorney and Staff regarding various legal issues and associated documents.
- Prepared Board and Finance Subcommittee meeting materials.
- Met weekly with Board Chair Barrone on various issues.
- Continued review, revision and creation of various NCRTD policies.
- Maintained continuous communication with board members, subcommittee members, and Chair.
- Attendance at various NCRTD staff and subcommittee meetings, including Board, Finance and Tribal subcommittees meeting.
- Addressed a variety of employee human resources issues and prepared memorandums to document district actions.

MARKETING/PUBLIC INFORMATION OFFICE

- Participated in the Town of Taos Trunk or Treat on Halloween Day
- Committed to running a ¼ page ad in the Santa Fe New Mexican Feliz Navidad (which promotes Mountain Trail). Each publication is distributed for six months
- Began writing and development of the FY 2015 Annual Report
- Worked with Rio Metro for a series of marketing programs they are developing and committing close to $4000 towards to promote using the Rail Runner to access Ski Santa Fe and the connection to RTD Mountain Trail. It will include print and radio ad buys as well as the development of ski package weekends
- Working with NM State Tourism for a series of rear wraps on the Mountain Trail Bus

- Worked with Hotel Santa Fe on a stop sponsorship for their sponsorship of the Mountain Trail stop located at Guadalupe and Manhattan in Santa Fe
- Issued a release on the Long Range Strategic Plan that was picked up in the Rio Grande Sun and Taos News
- Went up to Chama and Tierra Amarilla for presentations at the Senior Centers (TA being rescheduled)
- Attended a Folk Art Alliance thank you to sponsors reception
- Attended a Taos Lodgers Advisory board meeting and presented on RTD services to the Town and Lodgers. Executive Director and Projects and Grants Manager were also in attendance
- Met with representatives of Taos Ski Valley, Inc. and the Village of Taos Ski Valley to discuss upcoming service
- Met with Ski Santa Fe to discuss token program
- Worked with Taos Chamber of Commerce for participation in ChamberFEST which Stacey McGuire and Shelly Outman covered on behalf of NCRTD
- Continued build out of pages for Mountain Trail on ncrtd.org, and provided updates throughout the month
- Wrote and disseminated a press release and rider alerts regarding Veterans Day and Thanksgiving closure
- A press release on the extension of the Chama midday route was covered in the Rio Grande Sun, Chama Valley Times and Abiquiu News
- Continued interviewing candidates for the Marketing and Communication Specialist position
- KDCE – 950 AM radio in Espanola, :30 sec radio spot and sponsorship of the 7:30 AM news ran 17 days in November excluding Saturdays and Sundays
- KSWV 810-AM in Santa Fe, :30 sec Mountain Trail spots ran 20 times in November as well as 30 :20 sec promos announcing RTD sponsorship during the 7:30 AM ½ hour
- KTAOS 101.9 FM in Taos, 14 :30 sec radio spots ran each week in November
- A series of 30-second spots in English and Spanish ran on KXMT in Taos
- Two banner ads ran in November in the Santa Fe New Mexican. Two banner ads ran in the Taos News and Los Alamos Monitor. Two 1/8 page ads ran in the Rio Grande Sun
- A series of digital ads started running on Santa Fe Hometown News, Los Alamos Daily Post and Valley Daily Post. Ads also continued running on the Taos News website as well as in Google searches in the Taos County area
- Ads ran in the Green Fire Times and Chama Valley Times

SERVICE DEVELOPMENT EXECUTIVE REPORT

- October 2015 5311 Ridership Report
- Participated in Planner selection process
- ITS AVL/CAD project work including:
  - Oversight of ongoing tweaks and improvements to schedule, routing and map
  - Continued data entry input and oversight, emphasis on trigger boxes and angles of entry
- TAP FY14 and FY15- received NMDOT approval of legal ad for IFB for Phase II, legal ad posted, IFB issued, Pre-bid meeting held
- Continued discussion with Santa Fe National Forest about Mountain Trail route and ROW, use of federal lands, bicycle transport, special use permit
- Involved in Long Range Plan project discussions and brainstorming regarding NCRTD goals, mission, objectives; reviewed final draft and provided feedback
- Participated in concall with Remix regarding route planning software (with Executive Director)
- Participated in 3-day T/LPA training conference in Albuquerque, NM

- Met with TSV Village and Inc. to discuss RTD Chile TSV transit service
- Attended Taos Lodger's Tax Advisory Board to discuss RTD Chile TSV transit service
- Attended TSV Master Plan open house and review at KTAO
- Participated in NMDOT NM68 project presentation In Taos
- Represented NCRTD at Taos ChamberFEST at Sagebrush Inn
- Attended concall with Remix to discuss software options
- Onboarding of new Planner, creation of training schedule

OPERATIONS

- Working out details of bus for Mountain Trail.
- Worked with HR Director on driver recruitment/interviews.
- Arranged for CDL test prep training with LTAP program.

- Attended the Clean Cities Meeting – Alternative fuels incentives.
- Met with Taos Ski Valley on service levels with NCRTD team.

HUMAN RESOURCES EXECUTIVE REPORT

- New Hire Orientation: November 23-1 Transit Planner, 4 Drivers
- New Hire Orientation: October 19-2 Drivers, 1 Executive Assistant
- Completed Orientation Presentation and revised the current On-boarding process
- Established Hire Right as the employment verification provider for our Criminal Background Checks needs.
- Created a New Hire Checklist.
- Revised Application Form to include EEO, Veteran and Disability Self-Identification forms.
- Attended Job Fair with NM Workforce Connection.
- Visited UNM to introduce NCRTD to potential CDL Driver graduates.
- Recruited and filled the Transit Planner and Executive Assisted positions.
- Recruited and filled the CDL Driver position for the Mt. Trail route.
- Conducted interviews for the Marketing and Communications Specialist position.
- Established consistent Fun Committee Meetings every Thursday of each month.
- Revised with the Fun Committee the Above and Beyond and HI-5 Safety and Beyond programs
- Created with the Fun Committee the Annual Calendar of Events for the remainder of 2015 and 2016.
- Established with the Fun Committee a consistent date for celebrating Birthday and Anniversary Day: every second Wednesday of each month.
- Celebrated Veteran's Day, Halloween, Thanksgiving Day with treats and contests.
- Reviewed a variety of Performance Management software Demos and researched alternatives to our current performance evaluation process.
- Attended webinars on: Performance Assessment, Employee Engagement, effective Training and Wellness programs.
- Coordinated the Open Enrollment Process.

Performance Measures

for

Fiscal Year 2016

October 2015

The performance measures that were developed are designed to provide data that can be evaluated in a logical manner. It allows the District to identify areas in which its performance may need to be improved and to understand the characteristics and factors that impact that performance. In addition, to the extent feasible a peer comparison or a benchmark has been included as available or appropriate. This performance data is important since many times the District's costs, efficiencies and productivity is not measured against any benchmark or standard or attempts are made to compare it against systems that bear no similarities in mission, complexity or service area. Therefore, the data presented should provide some context in which to assess the District and its efforts to deliver services based upon its mission, goals and objectives."
The report data collected is grouped into 3 areas: Administrative, Fleet and Customer Related:

1. **Administrative:**
   - **A. Ridership, All Funded Routes**
   - **B. Ridership, NCRTD Operated Routes**
   - **C. Monthly Expenditures**
   - **D. Cost Per Mile**
   - **E. Cost Per Trip**

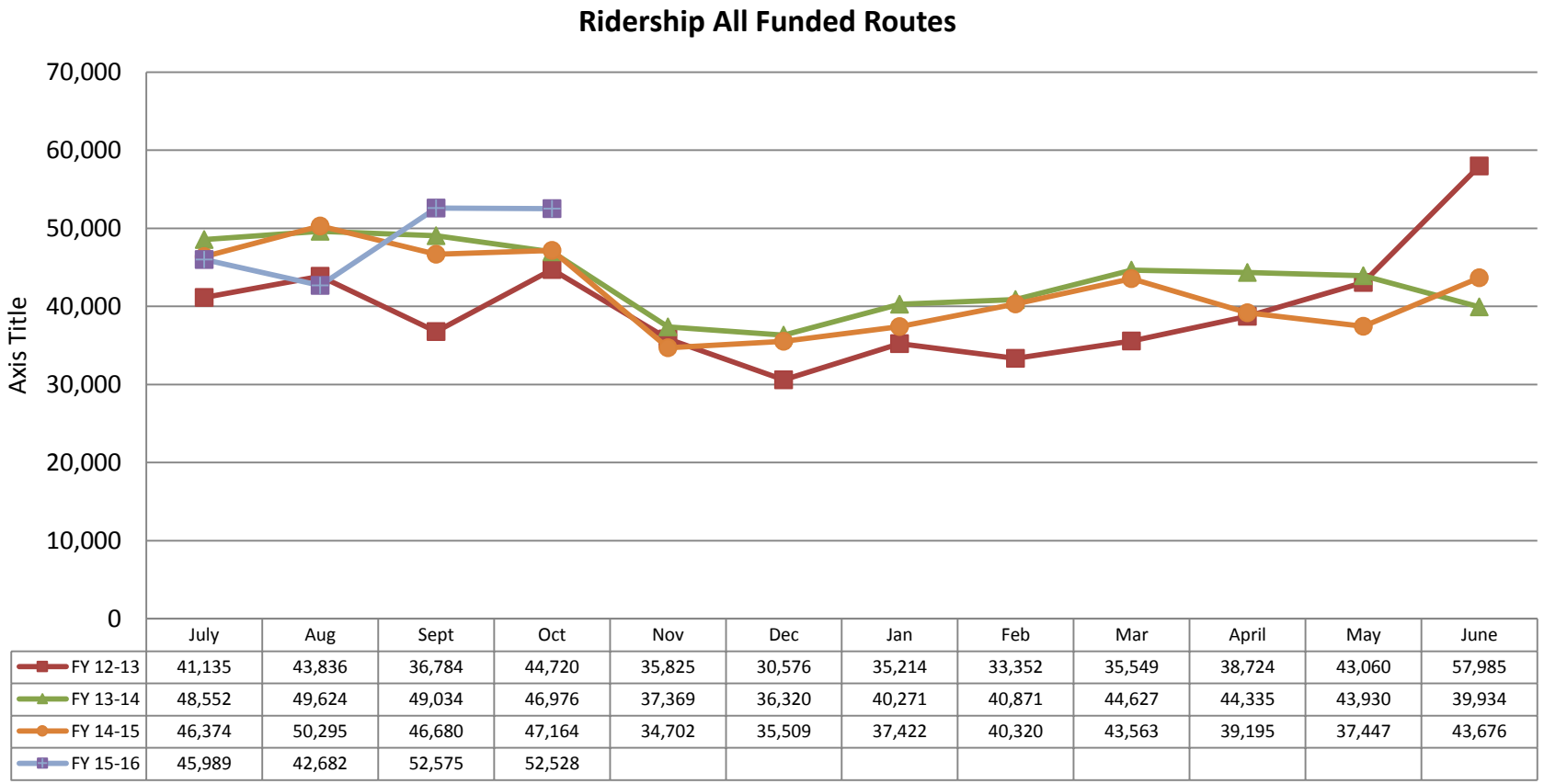
2. **Fleet:**
   - **A. Vehicle Back Up Ratio**
   - **B. Average Vehicle Age**
   - **C. Percentage of "On-Time" PM / Inspections**
   - **C. Accidents, Major/Minor Tracking**

3. **Customer Relations:**
   - **A. Complaints**
   - **B. Incidents**

The In-state/local comparable is Sandoval/Valencia Counties which are operated by the Rio Metro Regional Transit District. This benchmark/peer entity was chosen since they are within New Mexico and somewhat similar to rural transit service. The FTA benchmarking data used originates from the Rural Transit Fact Book 2014. The data is for 2012 in FTA Region 6, rural providers which includes New Mexico, Texas, Oklahoma, Arkansas and Louisiana.

Ridership Tracking of All NCRTD Funded Routes

Tracking ridership is the #1 way a public transportation agency can gauge its effectiveness of the service it provides. Ridership data for all routes funded by the NCRTD are collected by City of Santa Fe and Los Alamos County. This data is forwarded and combined with the data from the District's operated routes. These numbers are then compiled into a monthly ridership report. This measurement tracks the number of one way trips taken on all the routes within the district. This graph shows the NCRTD combined total ridership numbers, and compares them each month, identifying any increases or decreases in the number of monthly trips. This also indicates how well the regional district is continuing to address the issue of accessible mobility by routes that are in areas where there is public demand. Sandoval/Valencia counties are used local/in-state comparison benchmark, as they are similar in service but smaller in size: a two county service of the Rio Metro Transit District.

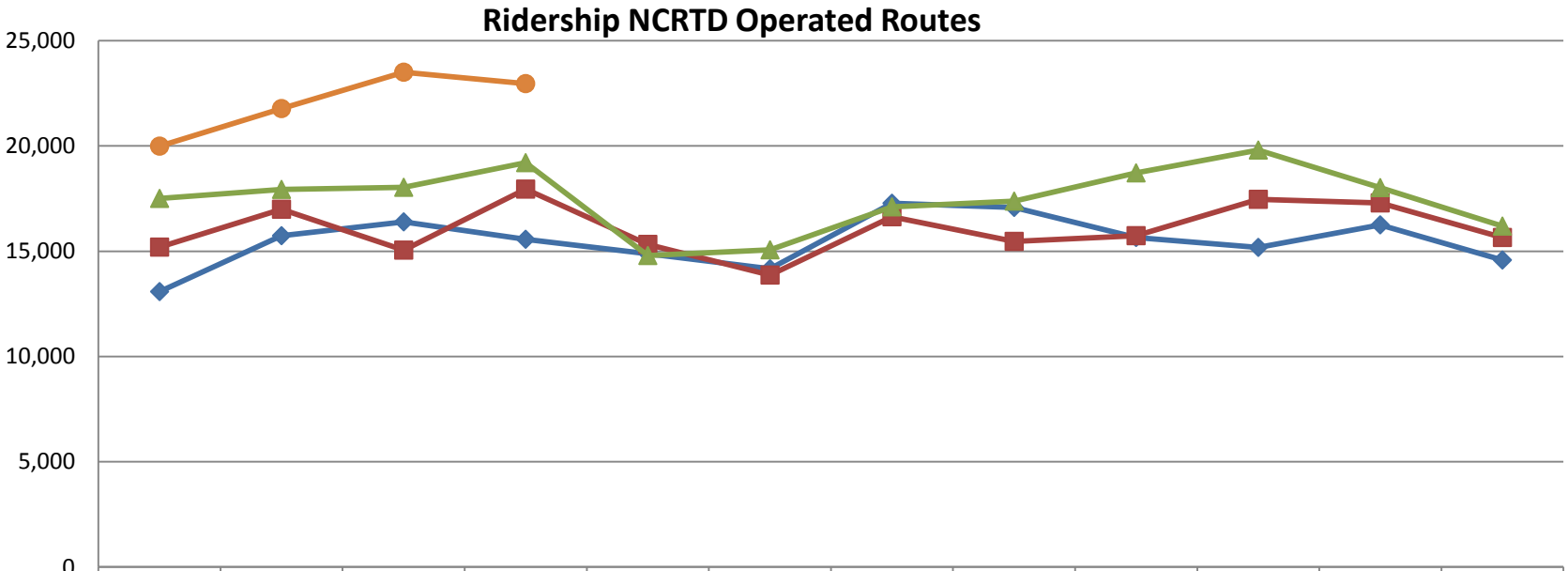


	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
FY 12-13	41,135	43,836	36,784	44,720	35,825	30,576	35,214	33,352	35,549	38,724	43,060	57,985
FY 13-14	48,552	49,624	49,034	46,976	37,369	36,320	40,271	40,871	44,627	44,335	43,930	39,934
FY 14-15	46,374	50,295	46,680	47,164	34,702	35,509	37,422	40,320	43,563	39,195	37,447	43,676
FY 15-16	45,989	42,682	52,575	52,528								

Performance Measure - Administrative:

Ridership Tracking of NCRTD Operated Routes

This ridership data is collected by the NCRTD drivers for all routes operated by the District. This includes 20 fixed and commuter routes as well as the demand response routes. Totaling the number of one way trips on NCRTD routes, allows staff to evaluate effectiveness and to ensure that the service is reaching areas in the district that have high demand for accessible mobility. Sandoval/Valencia counties were selected as a local/in-state comparison benchmark.

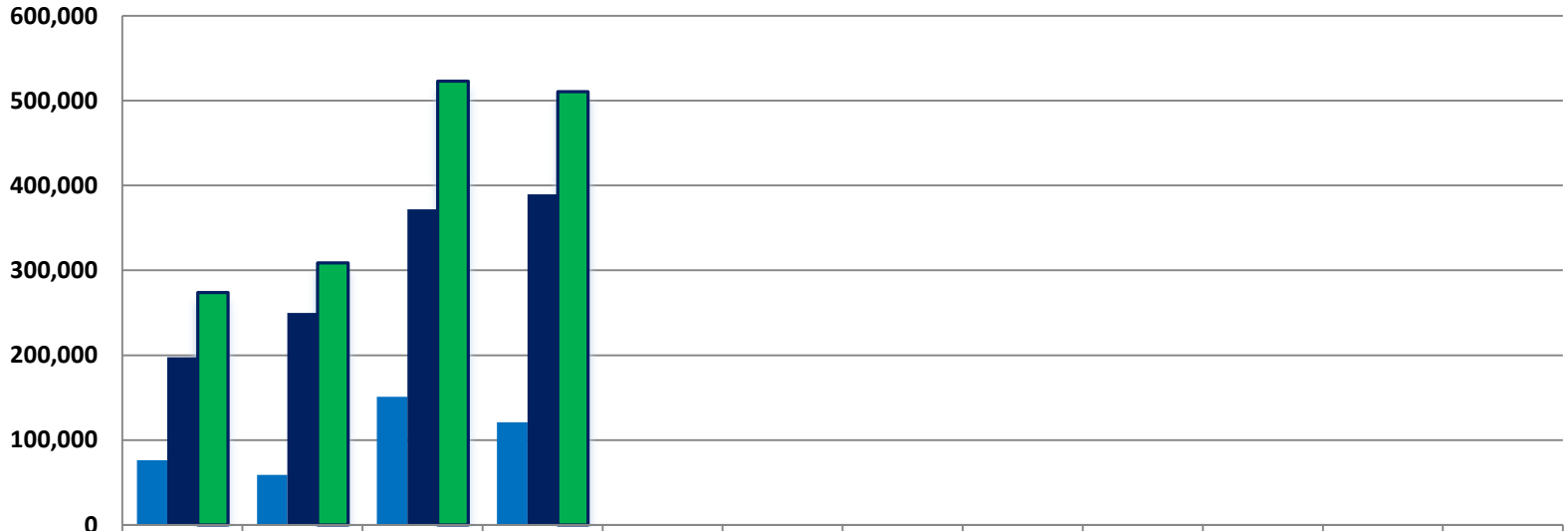


	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
FY 11-12	13,081	15,739	16,397	15,567	14,886	14,167	17,274	17,071	15,650	15,178	16,244	14,573
FY 12-13	15,200	16,995	15,052	17,943	15,317	13,872	16,642	15,471	15,729	17,465	17,285	15,653
FY 13-14	17,504	17,934	18,033	19,205	14,792	15,069	17,102	17,380	18,719	19,804	18,021	16,187
FY 15-16	19,992	21,768	23,498	22,962								

Monthly Expenditures for Administrative and Operating

The NCRTD's Finance Department provides the administrative and operating expenses in a monthly budget status report. It is important to measure the expenditures to maintain a balanced budget, as well as tracking the administrative and operating margins. This data is used in determining the cost per trip and the cost per mile. Tracking the budget and monitoring operational costs allows management to target specific dollar amounts when creating future budgets and requesting federal funding from the NM Department of Transportation.

Monthly Expenditures FY 13-14



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Admin	$76,354	$59,063	$151,069	$121,003								
Operating	$197,484	$249,820	$372,007	$389,501								
Total	$273,838	$308,883	$523,076	$510,504	$0	$0	$0	$0	$0	$0	$0	$0

Operational Cost per Vehicle Mile

Cost per vehicle mile is the total operating costs per month in relation to the total vehicle miles per month traveled on NCRTD routes. The mileage data is logged daily for each route and compiled into a monthly report. Monthly operating costs are obtained from the Monthly Expenditures (chart above) and the number of miles travelled for NCRTD operated routes. As a cost efficiency measure, operating costs per vehicle mile assesses the financial resources needed for the District's route operations. This measurement is a beneficial tool for the planning and operation's departments. The NM Department of Transportation uses this as one of their performance measures in the state-wide transit guide published annually. Additionally this is used when NMDOT evaluates a transit system for the state-wide awards of 5311 funding. This is a management tool to track our cost per mile vs. the amount of budget being spent to operate a particular route as well as collectively for all routes. Sandoval and Valencia counties' annual average are used as a local/in state comparable benchmark, even though their system is smaller than NCRTD. Data from the **2014*** Rural Transit Data Fact Book, specifically FTA's District 6 (our district) annual cost per mile is included as a benchmark**. *This Data from 2104 Rural Transit Data Fact Book has been revised for the FY15 year.**

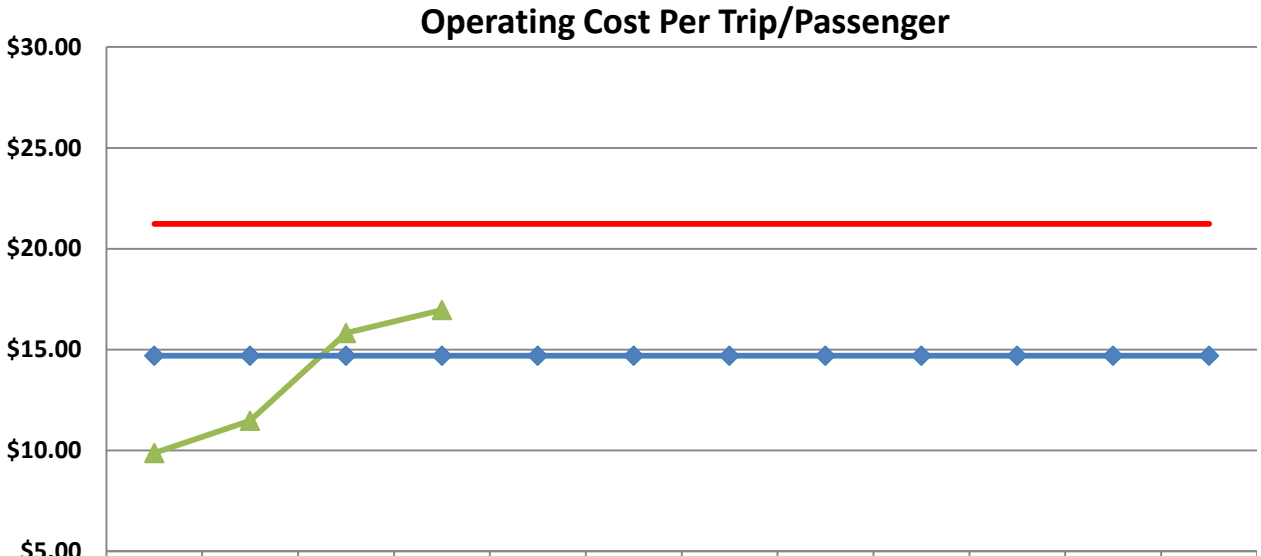
Operating Cost Per Vehicle Mile

	1	2	3	4	5	6	7	8	9	10	11	12
Monthly Cost per Mile	$1.80	$2.26	$3.27	$3.48								
Sandoval/Valencia	$4.07	$4.07	$4.07	$4.07	$4.07	$4.07	$4.07	$4.07	$4.07	$4.07	$4.07	$4.07
Region 6 Total Cost Per Mile	$2.21	$2.21	$2.21	$2.21	$2.21	$2.21	$2.21	$2.21	$2.21	$2.21	$2.21	$2.21

Performance Measure - Administrative:

Operating Cost per Trip

When transit data is collected, passengers, riders and rides are counted and referred to as "trips." One passenger can generate several trips in a day, and these are counted individually. Example, a particular rider may board in Questa (1 trip) and transfer to the Taos to Espanola bus (1 trip) and again transfer to the Santa Fe bus in Espanola (1 trip) for a total of three trips. The cost per trip is computed on a monthly basis by dividing the monthly operating costs from the Monthly Expenditures (chart above), by the total monthly number of trips (ridership). NM Department of Transportation uses this as one of their performance measures to the state-wide transit guide published annually. Additionally this is used when NMDOT evaluates a transit system for the state-wide awards of 5311 funding. This is a management tool to track our cost per trip vs. the amount of budget being spent to operate a particular route as well as collectively for all routes. Sandoval and Valencia counties' annual average are used as a local/in state comparable benchmark, even though their system is smaller than the NCRTD. Data from the **2014*** Rural Transit Data Fact Book, specifically FTA's District 6 (our district) annual cost per trip is included as a benchmark. **. *This Data from 2104 Rural Transit Data Fact Book has been revised for the FY15 year.**



	1	2	3	4	5	6	7	8	9	10	11	12
Monthly Cost per Trip	$9.88	$11.48	$15.83	$16.96								
Sandoval/Valencia	$21.24	$21.24	$21.24	$21.24	$21.24	$21.24	$21.24	$21.24	$21.24	$21.24	$21.24	$21.24
Region 6 Total Cost Per Trip	$14.70	$14.70	$14.70	$14.70	$14.70	$14.70	$14.70	$14.70	$14.70	$14.70	$14.70	$14.70

Spare Vehicle Ratio/Combined all Vehicles

FTA defines the spare ratio as the percentage of spare vehicles in comparison to the number of vehicles required for annual maximum service. Recommended FTA spare vehicle ratio is 20% for fleets over 50 vehicles. NCRTD's fleet totals 35 and is exempt from this guideline but it is a good benchmark to keep in place. With an annual maximum service of 27 and a backup fleet of 8, the backup ratio is 30%. This higher number is needed and reasonable due to the variety of passenger seating requirements for specific routes throughout the District. These backup vehicles ensure consistent coverage of all routes when vehicles are off line due to routine maintenance or unexpected breakdowns.

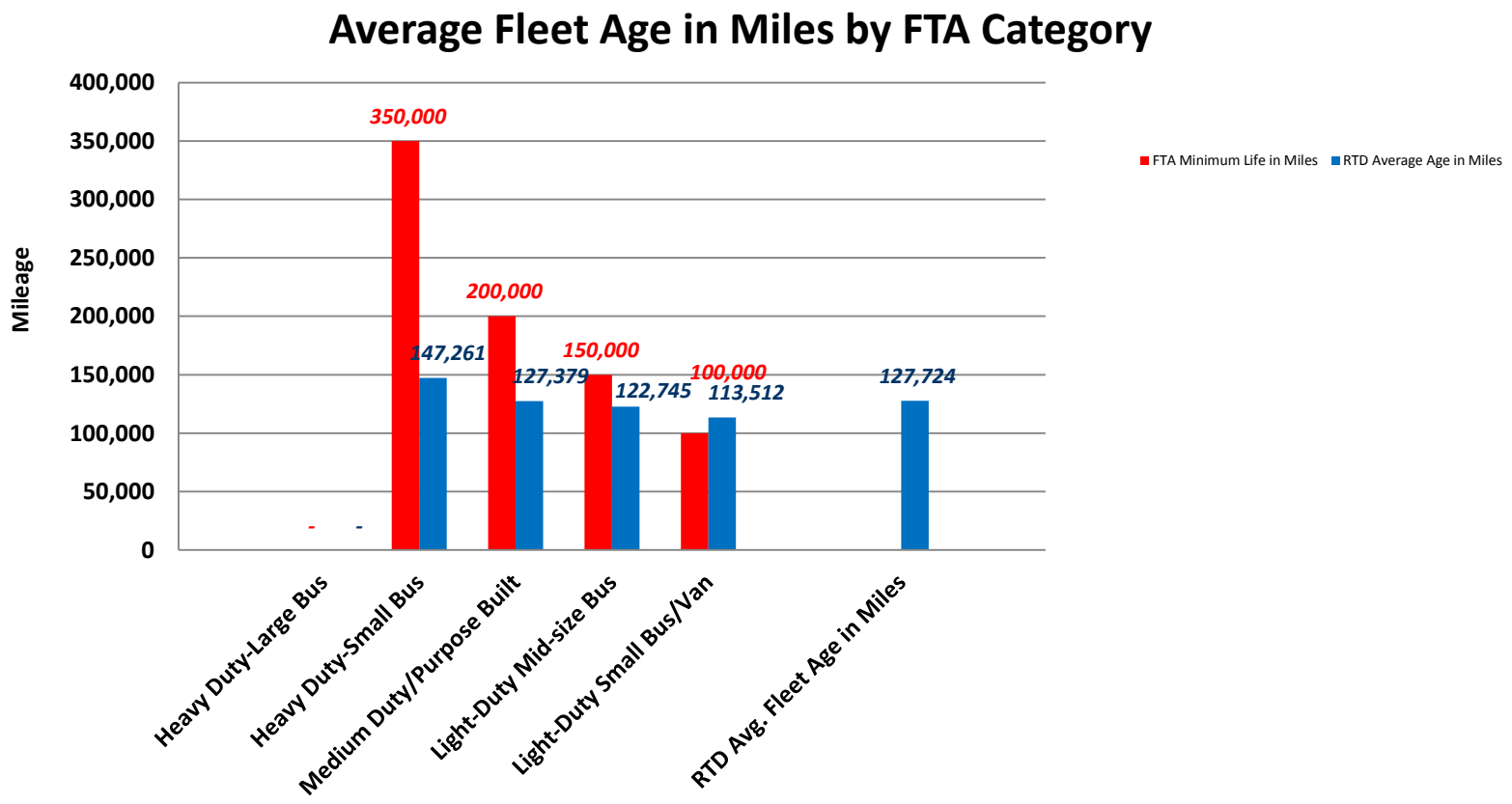
Spare Vehicle Ratio/Combined All Vehicles

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Spare Vehicles	18	18	18	18								
# Needed to run	32	32	32	32								
Spare Ratio	56.25%	56.25%	56.25%	56.25%								
Recommended	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%	20.00%

Performance Measure - Fleet:

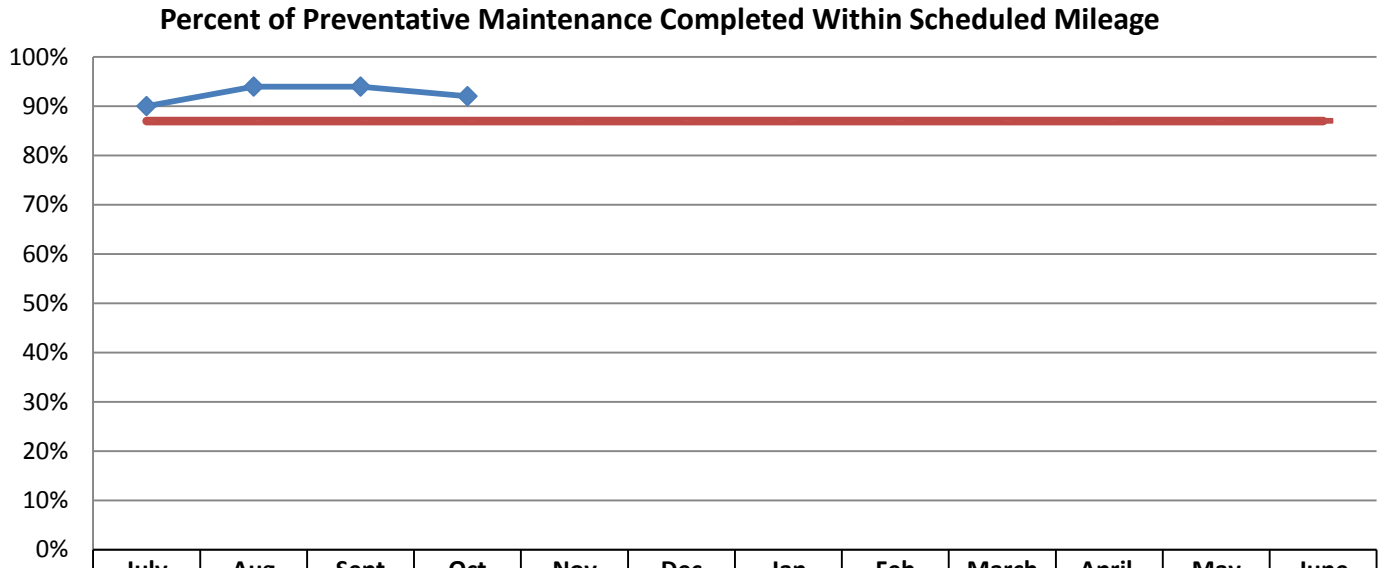
Average Fleet Age

The FTA allows the use of years or mileage to attain usable life. The District uses mileage rather than the year of manufacture because of the large area of the district and the high number of miles traveled on an annual basis. This compares the age of specific kind of vehicles by mileage in accordance to the FTA guidelines. This is useful in fleet replacement planning. The numbers will vary month to month as mileages increase and old vehicles are replaced by new.



Percentage of "On-Time" PM / Inspections

The federal benchmark for the percentage of "on-time" preventative maintenance (PMs) and inspections for the fleet is 87%. Inspections are required to be conducted within certain mileage timeframe by vehicle manufacturers for the various sizes of vehicles. Manufacturer's recommended maintenance schedules may range in mileage due to the component makeup of a particular vehicle. The FTA recommends they be conducted within the manufacturer's recommended maintenance schedule. However, as a sub recipient of NMDOT we are allowed varied standards as approved by NMDOT. With the variety of sizes and component makeup of District vehicles, we have determined and hold to a standard of 6000 mile intervals for the light and medium gasoline powered fleet and 7000 miles for the diesel powered medium-heavy fleet. This ensures frequent safety inspections and PM services at reasonable intervals that result in a more dependable and safer fleet. This data is collected and tracked by the Fleet Maintenance Manager.

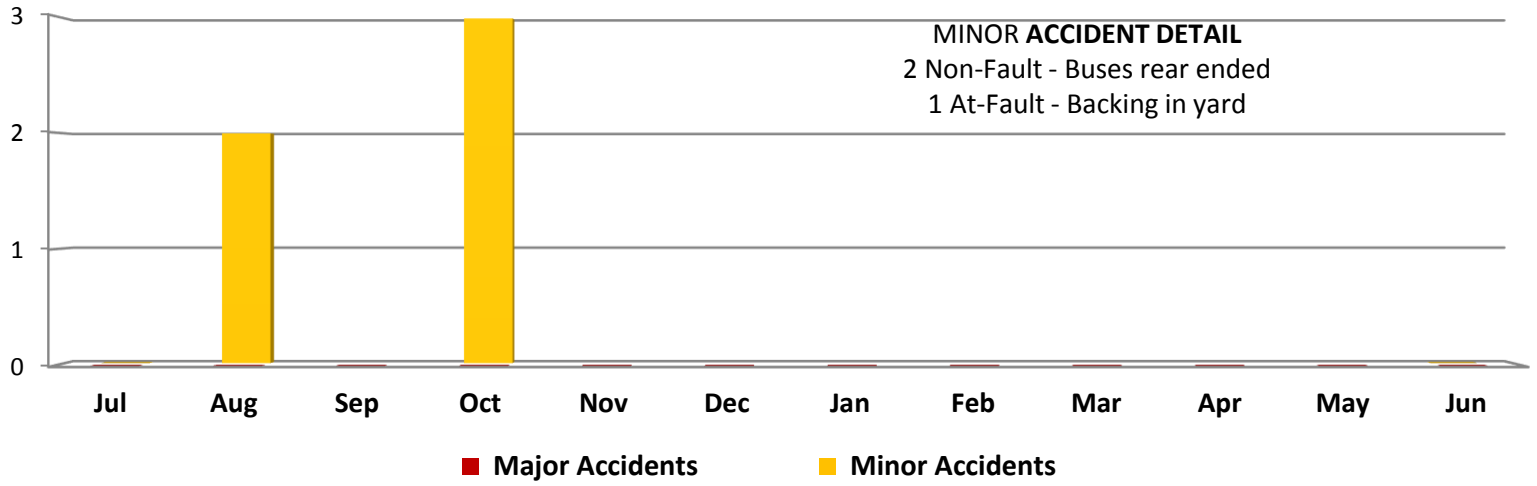


	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
FY 13-14 RTD Maintenance	90	94	94	92								
FTA Recommendation	87	87	87	87	87	87	87	87	87	87	87	87

Accidents per Month

This measurement shows us how many accidents occur within a month and to what frequency they occur. These are logged as minor or major accidents. A minor accident for example, is one where a driver hits a stationary object while backing but there is minimal damage. A major accident is one where there may be significant damage and/or injury, and a FTA Post accident drug screen is required. All accidents are reported to the Operations and Maintenance Manager to decide on what corrective action needs to be taken. There are established internal reporting and follow up procedures. All accidents, major or minor, are investigated and documented, and dealt with accordingly by the operations management team. As a result, disciplinary measures and/or driver re-training may be required by the outcome of the investigation.

Number of Major/Minor Accidents per 104,664 Miles Avg. Driven Monthly



Last Minor Accident - October 18, 2015	**Miles Driven since last Minor Accident - 50,682**
Last Major Accident - October 22, 2013	**Miles Driven since last Major Accident - 1,944,368**

Performance Measure – Customer Relations:

Complaints per Month

This performance tracks monthly the number and type of complaints received by the Operations Division of the NCRTD. The complaints are received by the Operations and Maintenance Manager. These are categorize by the type of complaint, and evaluated as to the seriousness of the complaint and whether or not a course of action needs to be taken, i.e. driver reprimand, driver retraining, vehicle maintenance, etc. This measure is intended to measure the percentage of complaints versus the total ridership for the month. Driver performance can be graded and we can see if more drivers training needs to be scheduled for particular drivers. Customers also have complained about routes, stops, dispatch, bus cleanliness and other various categories.

None

FY 15-16 Number of Complaints

	Total	Schedule Issues	Driver Performance	Against other Passengers	Miscellaneous*	Percent VS Ridership
July	3		1		2	0.02%
August	2		2			0.01%
Sept	6		5		1	0.03%
Oct	0	0	0	0	0	
Nov	0					
Dec	0					
January	0					
Feb	0					
March	0					
April	0					
May	0					
June	0					
	0					
Total	11	0	8	0	3	0.02%

Performance Measure – Customer Relations: Customer Incidents

This performance measure calculates the number of customer incidents reported to the Operations and Maintenance Manager on a monthly basis. Customer incidents are any serious occurrence that may have an outcome that could be potentially hazardous to the driver or other passengers. These situations could be anything such as two passengers arguing over something, or a rider threatening a driver, or a non rider harassing a driver for not being on time. It could also be a passenger falling down on the bus, or a passenger stepping in front of the bus as it pulls away from the curb to stop it to get on the bus. This data is collected by the driver writing an incident report and turning it in to the Operations and Maintenance Manager. This is intended to measure the types of situations that arise and how frequently they arise on the various routes of service provided by the NCRTD. This measurement tells us the frequency of incidents versus the number of monthly riders. We can then see if additional training needs to be implemented for the driver to avoid or control incidents that may occur on his route.

1. Taos Red Line – A passenger was drinking a soda on the bus. When the driver told him there was no drinking allowed, the passenger became angry and began cussing her. The driver ejected the passenger at the next stop.
2. Eldorado – At the Agora stop, the driver observed a man and woman arguing and fighting by their car. The man began to beat the woman. Driver called in to dispatch and law enforcement responded. The man was arrested. **"Thank You" to Wally Martinez!**
3. Chama – A passenger had a seizure on the bus. Driver pulled over and laid him on his side and called 911. The EMT's responded from TA who gave the man 1st aid and transported the passenger. **"Thank You" to Melvin Ortiz!**
4. West Side/Cross Town – A lady boarded the bus wanting the Riverside bus to standby at Park & Ride for a transfer. The driver told her that due to this route running late the Riverside bus had already departed. The passenger was not happy and told the driver she would call into the office to complain.
5. Taos Red Line – A passenger had passed out on bus and the driver could not wake him. Pueblo PD was called out and could not get him up either. The officers had to drag him off the bus.
6. Taos Red Line – A passenger on the bus looked pale and was about to fall over. The driver asked him if he was OK. He said he was in bad pain. Driver pulled over, called dispatch who called 911. While waiting for EMTs, she continued to care for him as he sweated and complained of chest pain, they arrived. **"Thank You" to Madelyn Barney!**
7. West Side/Cross Town – A man boarded at city hall who was intoxicated but appeared OK to ride. He later started arguing and cussing at the driver. He was ejected at the college stop.
8. El Rito – A man became disruptive and was cussing on the bus. We would not stop when told by driver. He was ejected at the Ojo Caliente stop.

Customer Incidents

FY 14-15 Number of Customer Incidents

	Total	Driver-Non Rider	Rider-Rider	Driver-Rider	Rider	% of Ridership
July	11		4	7		0.06%
Aug	12	6	1	4	1	0.06%
Sept	6			1	5	0.03%
Oct	8	1		4	3	0.03%
Nov	0					
Dec	0					
Jan	0					
Feb	0					
March	0					
April	0					
May	0					
June	0					
Total	37	7	5	16	9	

PARATRANSIT
Performance Measures

for

Fiscal Year 2016

October 2015

DEMAND RESPONSE / PARATRANSIT
Performance Measures for
Fiscal Year 2015

The performance measures that were developed are designed to provide data that can be evaluated in a logical manner. It allows the District to identify areas in which its performance may need to be improved and to understand the characteristics and factors that impact that performance. In addition, to the extent feasible a peer comparison or a benchmark has been included as available or appropriate. This performance data is important since many times the District's costs, efficiencies and productivity is not measured against any benchmark or standard or attempts are made to compare it against systems that bear no similarities in mission, complexity or service area. Therefore, the data presented should provide some context in which to assess the District and its efforts to deliver services based upon its mission, goals and objectives."
The report data collected is grouped into 3 areas: Demand Response Administrative, Paratransit Operations and Customer Relations:

1. **Demand Response Administrative:**
   - **A. Ridership, All Demand Response Routes**
   - **B. Ridership, Demand Response Paratransit**
   - **C. Demand Response Operational Cost**
   - **D. Cost Per Mile**
   - **E. Cost Per Trip**

2. **Paratransit Operations**
   - **A. Cancellations**
   - **B. Late Cancellations**
   - **C. No-Shows**
   - **D. On-Time Performance**

E. Trip Length

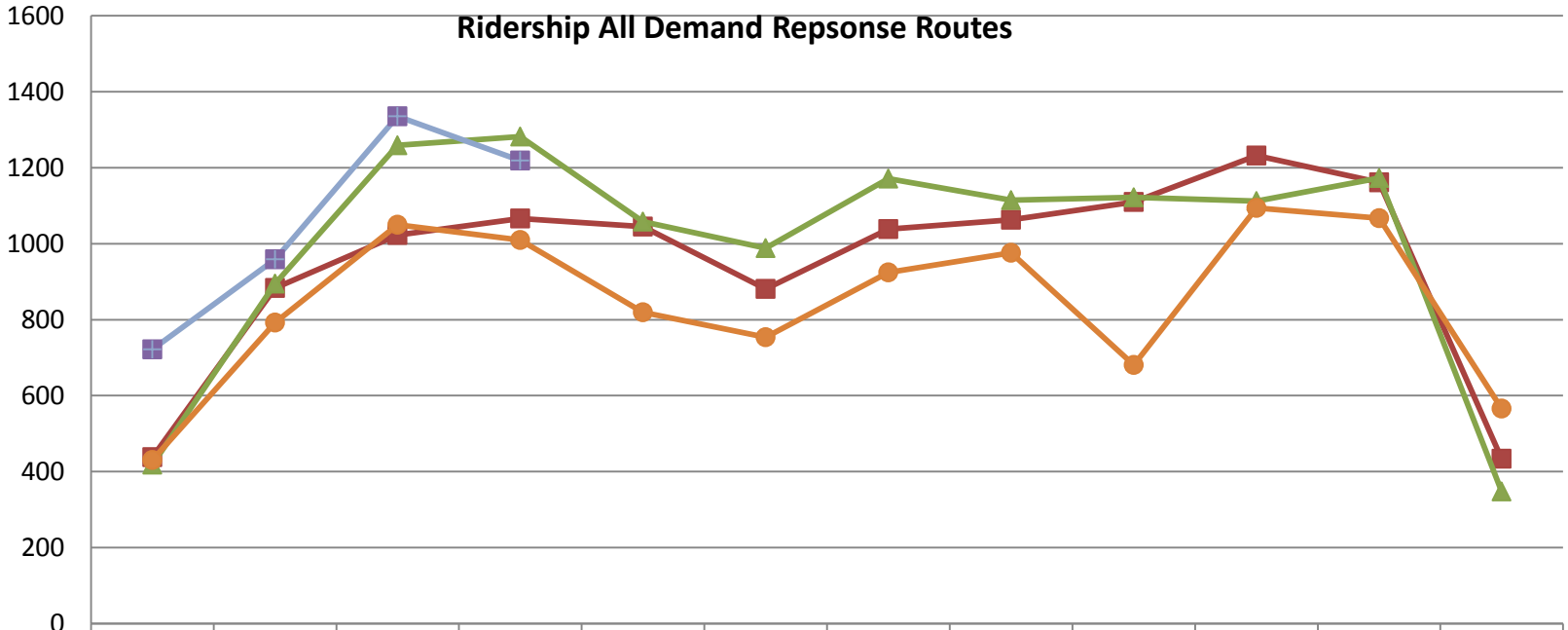
3. **Customer Relations:**
   - **A. Complaints**
   - **B. Incidents**

The closest peer comparison is Rio Metro Regional Transit District-Sandoval/Valencia County for 2014. Theirs covers a large area as does NCRTD giving a close comparable to cost per mile. Their percentage of Demand Response trips are 46% of their total ridership, higher than NCRTD's at 4.7%, showing a considerable spread on the cost per trip. The FTA benchmarking data used originates from the Rural Transit Fact Book 2014. The data is for 2012 in FTA Region 6, rural providers which includes New Mexico, Texas, Oklahoma, Arkansas and Louisiana.

Performance Measure - Administrative:

Ridership Tracking of All Demand Response Routes

This measurement tracks the number of rides (trips) taken each month on all the demand response routes within the district. This graph shows the NCRTD demand response ridership numbers, and compares them each month, identifying any increases or decreases in the number of monthly trips. This also indicates how well the regional district is continuing to address the issue of accessible mobility by routes that are in areas where there is public demand.



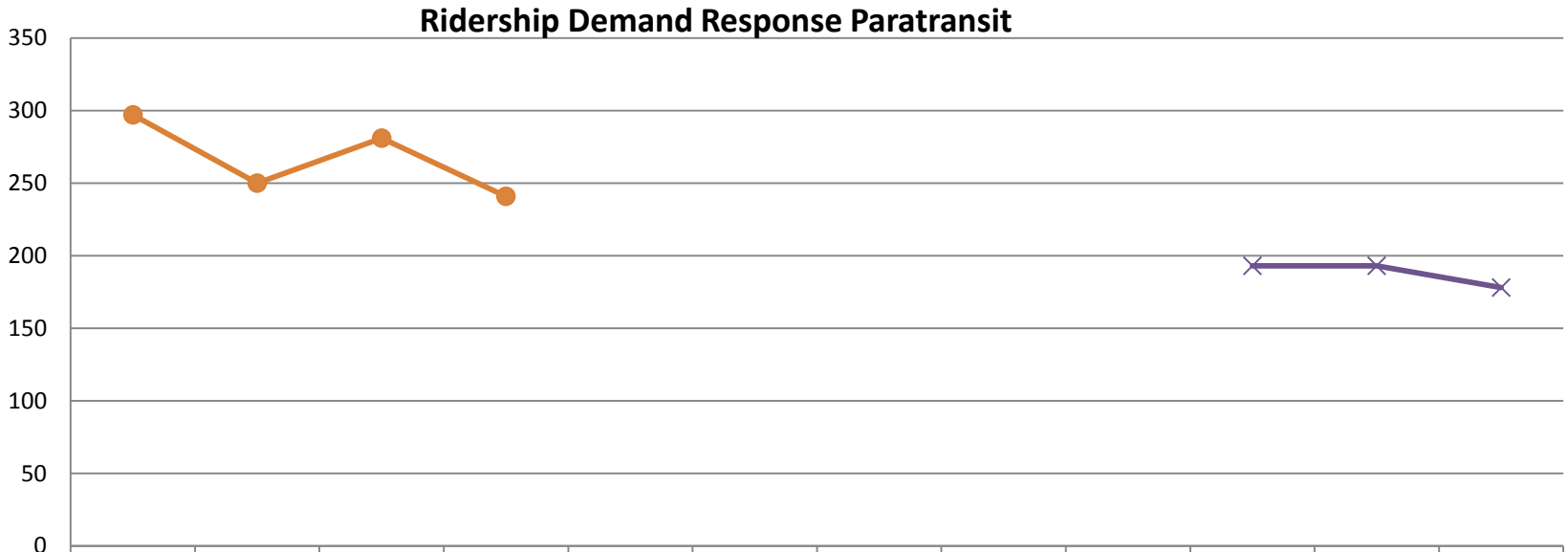
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
FY 12-13	438	883	1,023	1,066	1,045	881	1,038	1,063	1,110	1,232	1,161	434
FY 13-14	418	895	1,259	1,282	1,058	988	1,171	1,115	1,122	1,112	1,173	348
FY 14-15	431	792	1,050	1,010	819	754	924	976	681	1,094	1,067	566
FY 15-16	722	959	1,335	1,219								

YEAR TO DATE: FY 15-16 **2922** FY 14-15 **2273** FY 13-14 **2572** FY 12-13 **2344**

Performance Measure - Administrative:

Ridership Tracking of Demand Response / ADA Paratransit Trips

This ridership data represents the number of ADA paratransit trips that occurred each month within the demand response routes. This also includes any ADA eligible trips that occurred on the fixed/flex routes. Please note that this an incomplete chart at this time will be updated as ADA Paratransit ridership can be mined from the historical data.



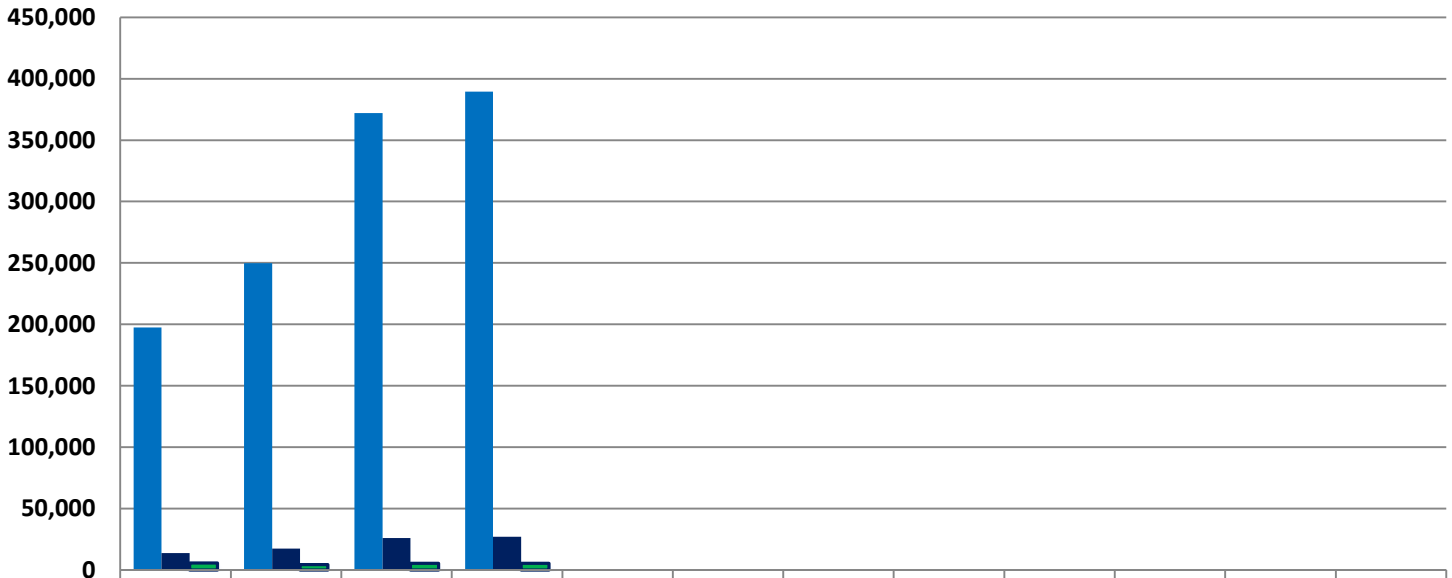
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
FY 12-13												
FY 13-14												
FY 14-15										193	193	178
FY 15-16	297	250	281	241								

YEAR TO DATE: FY 15-16 **1069**

Monthly Demand Response & ADA Paratransit Operational Costs

The NCRTD's Finance Department provides the administrative and operating expenses in a monthly budget status report. It is important to measure the operational costs to maintain a balanced budget, as well as tracking the administrative and operating margins. This data is used in determining the cost per trip and the cost per mile. The operating budget for demand response is 6.97% of the overall operating budget. Each month's operating expenditures are calculated at 6.97% to acquire a crude demand response share. That share is then calculated to a percentage of the actual ADA trips for the month to determine a cost for paratransit. This number will be used to calculate cost per mile and cost per trip.

Monthly Demand Response & ADA Paratransit Operational Cost FY 14- 15



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
Total Operations	$197,484	$249,820	$372,007	$389,501								
Demand Ops	$13,765	$17,412	$25,929	$27,148								
Paratransit Cost	$5,663	$4,527	$5,445	$5,375	$0	$0	$0	$0	$0	$0	$0	$0

YEAR TO DATE: FY 15-16 **$21,010**

Paratransit Operational Cost per Vehicle Mile

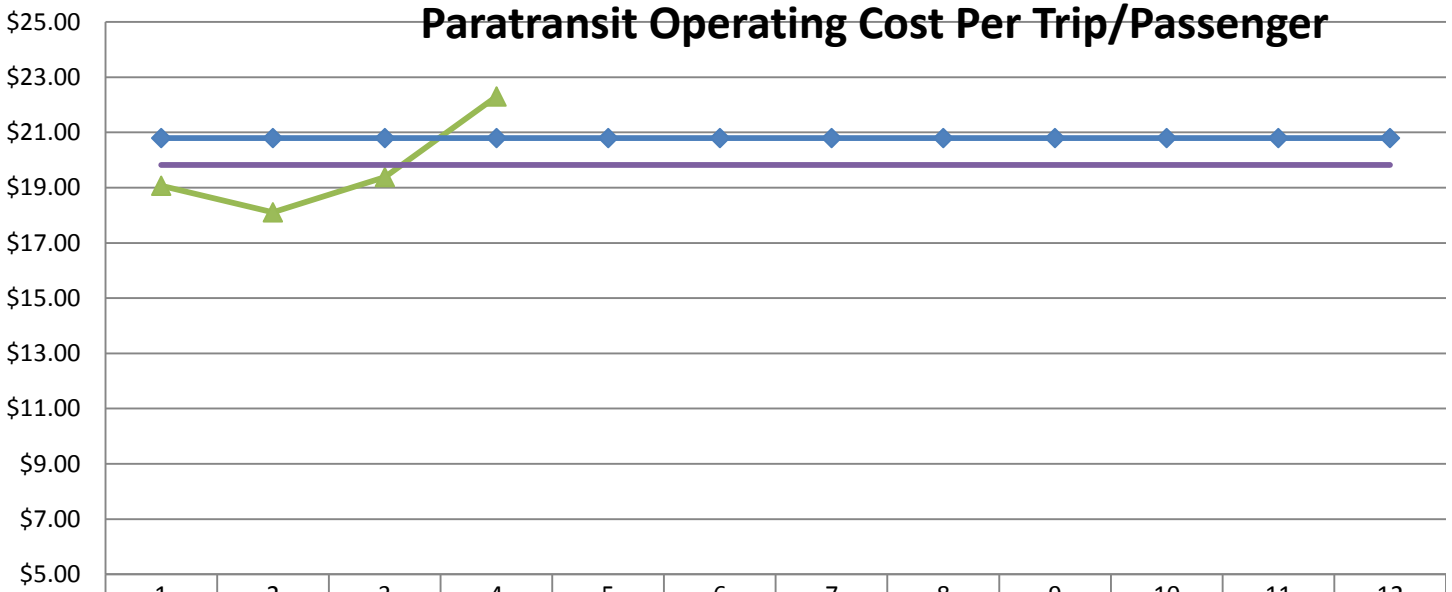
The Paratransit Cost per vehicle mile is the total operating costs per month in relation to the percentage of ADA vehicle miles per month traveled . The mileage data is logged daily for each route and compiled into a monthly report. As a cost efficiency measure, operating costs per vehicle mile assesses the financial resources needed for the District's demand response paratransit route operations. This measurement is a beneficial tool for the planning and operation's departments. The NM Department of Transportation uses this as one of their performance measures in the state-wide transit guide published annually. Additionally this is used when NMDOT evaluates a transit system for the state-wide awards of 5311 and 5310 funding. The peer comparison is Rio Metro Regional Transit District-Sandoval/Valencia County for 2014. Theirs covers a large area as does NCRTD giving a close comparable. Data from the 2014 Rural Transit Data Fact Book with data from 2012, specifically FTA's District 6 (our district) annual cost per trip is included as a benchmark.

Paratransit Operating Cost Per Vehicle Mile

	1	2	3	4	5	6	7	8	9	10	11	12
Monthly Cost per Mile	$2.40	$2.36	$2.07	$3.19								
Sandoval/Valencia County	$3.74	$3.74	$3.74	$3.74	$3.74	$3.74	$3.74	$3.74	$3.74	$3.74	$3.74	$3.74
Region 6 Total Cost Per Mile	$2.14	$2.14	$2.14	$2.14	$2.14	$2.14	$2.14	$2.14	$2.14	$2.14	$2.14	$2.14

Paratransit Operating Cost per Trip

The paratransit cost per trip is computed on a monthly basis by dividing the paratransit monthly operating costs from the paratransit cost (chart above), by the total monthly number of trips (ridership). NM Department of Transportation uses this as one of their performance measures to the state-wide transit guide published annually. Additionally this is used when NMDOT evaluates a transit system for the state-wide awards of 5311 and 5310 funding. This is a management tool to track our cost per trip vs. the amount of budget being spent to operate a particular route as well as collectively for all routes.. The peer comparison is Rio Metro Regional Transit District-Sandoval/Valencia County for 2014. Theirs covers a large area as does NCRTD giving a close comparable . Data from the 2014 Rural Transit Data Fact Book with data from 2012, specifically FTA's District 6 (our district) annual cost per trip is included as a benchmark.



	1	2	3	4	5	6	7	8	9	10	11	12
Monthly Cost per Trip	$19.07	$18.11	$19.38	$22.30								
Sandoval/Valencia County	$19.82	$19.82	$19.82	$19.82	$19.82	$19.82	$19.82	$19.82	$19.82	$19.82	$19.82	$19.82
Region 6 Total Cost Per Trip	$20.80	$20.80	$20.80	$20.80	$20.80	$20.80	$20.80	$20.80	$20.80	$20.80	$20.80	$20.80

Cancellations, Late Cancellations and No-Shows

Cancellations, Late Cancellations and No-shows by the paratransit rider are tracked as a performance measure. A late cancellation (cancelled within 2 hours of the scheduled trip) is counted as a No-Show. When a rider has accumulated 3 No-Shows in a 30 day period, he/she may be subject to a 30 day suspension of service.

Cancellations = 11, **Late Cancellations = 2,** **No-shows = 7**

On Time Performance and Trip Length tracked for scheduling and driver performance. On-Time performance is considered on-time from 10 minutes before to 20 minutes after the scheduled pickup time for the scheduled ride. This is reflected in the percentages of total trips that were early, late and on time. The performance goal for this measure is to attain 90% On-time.

Early = 35.59% **On Time = 62.71%** **Late = 1.7%**

Trip length is measured to determine the average trip length riders are on the bus during their trip as the rides are shared with other rider's pick up and drop offs. This is considered acceptable when ride time is not longer than twice the time it would take to make the ride on a fixed route bus. The average trip time on comparable fixed routes is 15 minutes.

Average Trip Length Per Client = 19.58 Minutes, 6.2 Miles

Performance Measure – Customer Relations:

Complaints per Month

This performance tracks monthly the number and type of complaints received by the Operations Division of the NCRTD. The complaints are received by the Operations and Maintenance Manager. These are categorize by the type of complaint, and evaluated as to the seriousness of the complaint and whether or not a course of action needs to be taken, i.e. driver reprimand, driver retraining, vehicle maintenance, etc. This measure is intended to measure the percentage of complaints versus the total ridership for the month. Driver performance can be graded and we can see if more drivers training needs to be scheduled for particular drivers. Customers also have complained about routes, stops, dispatch, bus cleanliness and other various categories.

Demand – A parent complained that she would be no longer using our system for her young children since the NCRTD does not operate like a school bus system that waits for other late buses. / Supervisor apologized that we could not meet her needs and explained that this is a public transit service and that there are limited wait times. If those are extended, that can impact the others rider's pick up and drop off times that are scheduled for the bus.

FY 14-15 Number of Complaints

	Total	Scheduling Issues	Driver Performance	CSR/Dispatch	Miscellaneous*	Percent VS Ridership
July						
August						
Sept						
Oct		1				0.41%
Nov						
Dec						
January						
Feb						
March						
April						
May						
June						
Total	1	1	0	0	0	0.41%

Customer Incidents

This performance measure calculates the number of customer incidents reported to the Operations and Maintenance Manager on a monthly basis. Customer incidents are any serious occurrence that may have an outcome that could be potentially hazardous to the driver or other passengers. These situations could be anything such as two passengers arguing over something, or a rider threatening a driver, or a non rider harassing a driver for not being on time. It could also be a passenger falling down on the bus, or a passenger stepping in front of the bus as it pulls away from the curb to stop it to get on the bus. This data is collected by the driver writing an incident report and turning it in to the Operations and Maintenance Manager. This is intended to measure the types of situations that arise and how frequently they arise on the various routes of service provided by the NCRTD. This measurement tells us the frequency of incidents versus the number of monthly riders. We can then see if additional training needs to be implemented for the driver to avoid or control incidents that may occur on his route.

Demand – When picking up passenger at hospital, passenger had difficulty lifting his feet onto the ramp. The driver trainee immediately offered assistance to help him board**. "Great Customer Service" Patsy Romero!**

FY 14-15 Number of Customer Incidents

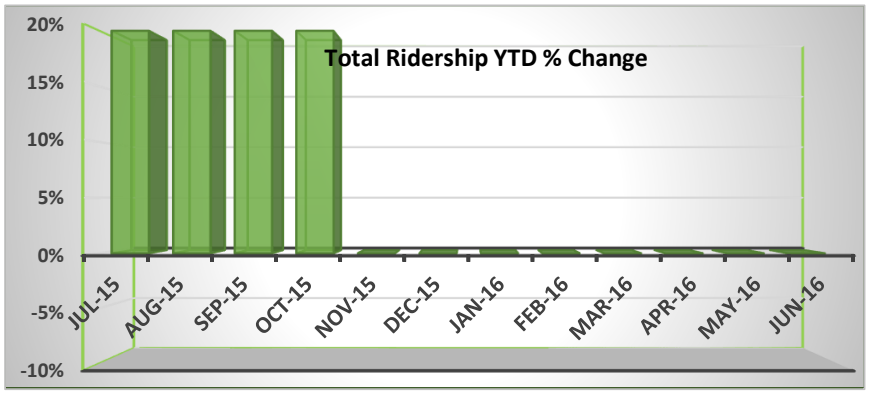
	Total	Driver-Non Rider	Rider-Rider	Driver-Rider	Rider	% of Ridership
July	2				2	0.67%
Aug	1				1	0.40%
Sept	1			1		0.36%
Oct	1			1		0.41%
Nov	0					
Dec	0					
Jan	0					
Feb	0					
March	0					
April	0					
May	0					
June	0					
Total	5	0	0	2	3	

NCRTD Monthly Ridership Summary

October 1, 2015 through October 31, 2015

Calendar Operating Days

	This Year
Jul-15	22
Aug-15	21
Sep-15	21
Oct-15	22
Nov-15	
Dec-15	
Jan-16	
Feb-16	
Mar-16	
Apr-16	
May-16	
Jun-16	



Monthly System Totals

	This Year	Last Year	%Change
NCRTD Operated	22,962	17,843	**28.69%**
NCRTD Funded	29,566	29,309	**0.88%**
All Systems Funded Total	52,528	47,152	**11.40%**

Year to Date Totals

	This Year	Last Year	Difference	%Change
NCRTD Operated	88,127	70,458	17,669	**25.08%**
NCRTD Funded	105,624	120,043	-14,419	**-12.01%**
All Systems Funded Total	193,751	190,501	3,250	**1.71%**

System Daily Averages

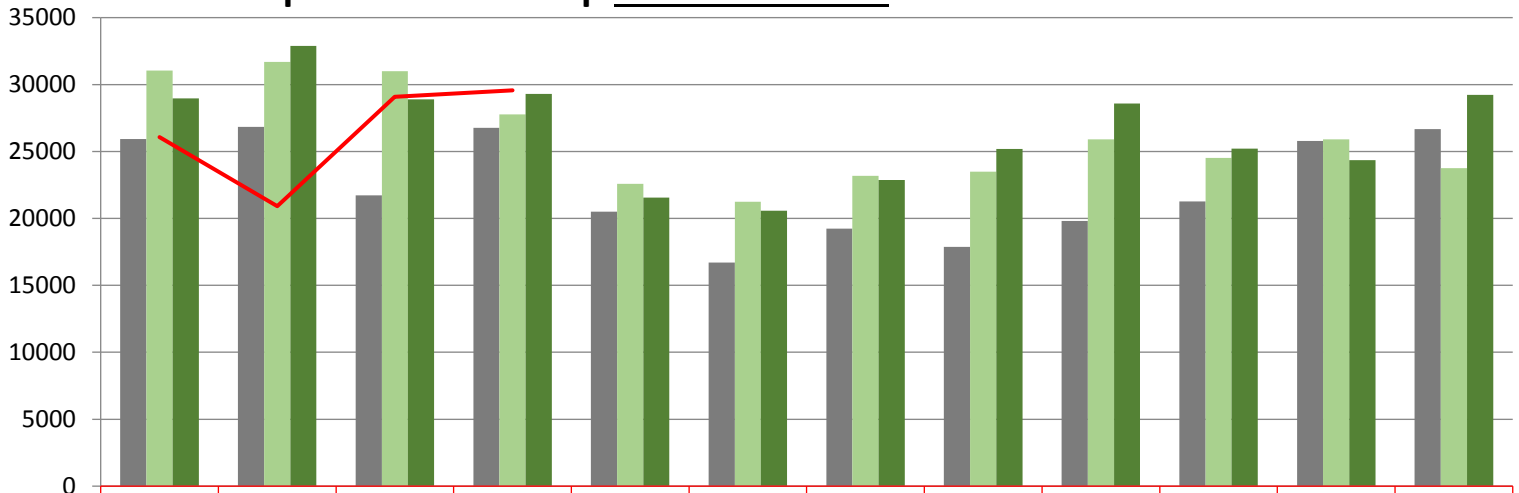
	This Year	Last Year	% Change
NCRTD Operated	1044	811	**28.73%**
NCRTD Funded	1,344	1,332	**0.90%**
Systems Total	2388	2143	**11.43%**

Total Ridership YTD % Change

July-15	-0.83%
August-15	-8.27%
September-15	-1.48%
October-15	1.71%
November-15	0.00%
December-15	0.00%
January-16	0.00%
February-16	0.00%
March-16	0.00%
April-16	0.00%
May-16	0.00%
June-16	0.00%

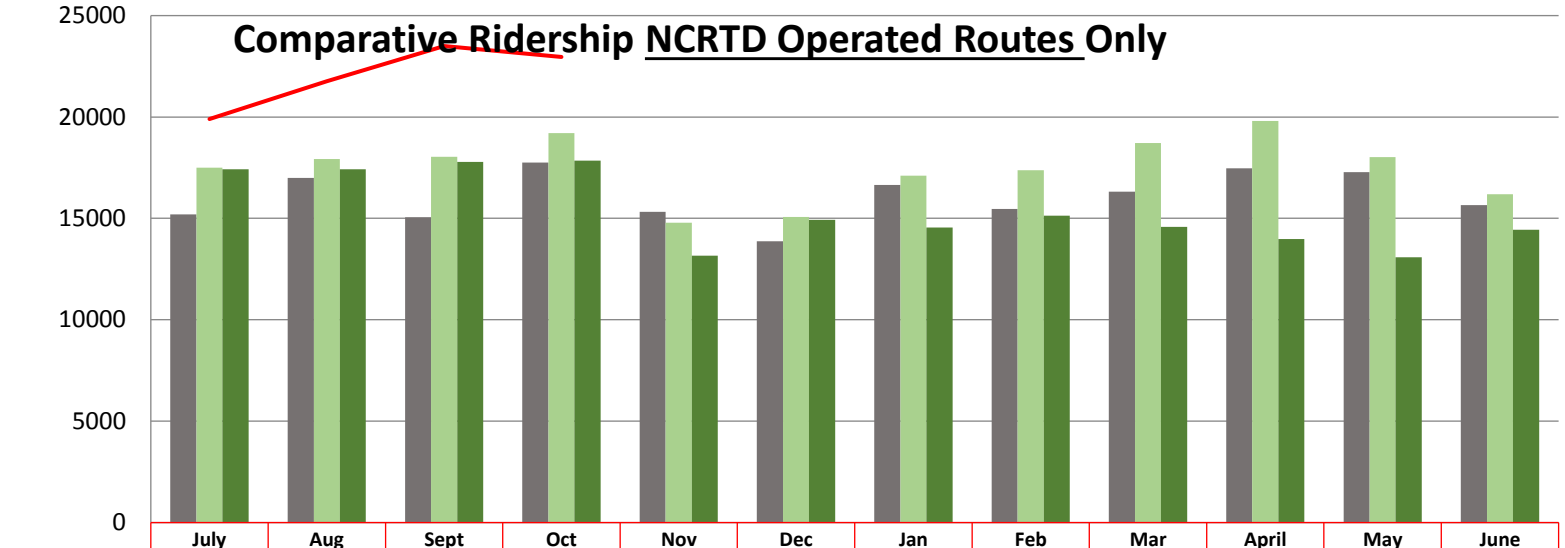
October 2015
Ridership Report

Comparative Ridership NCRTD Funded Routes



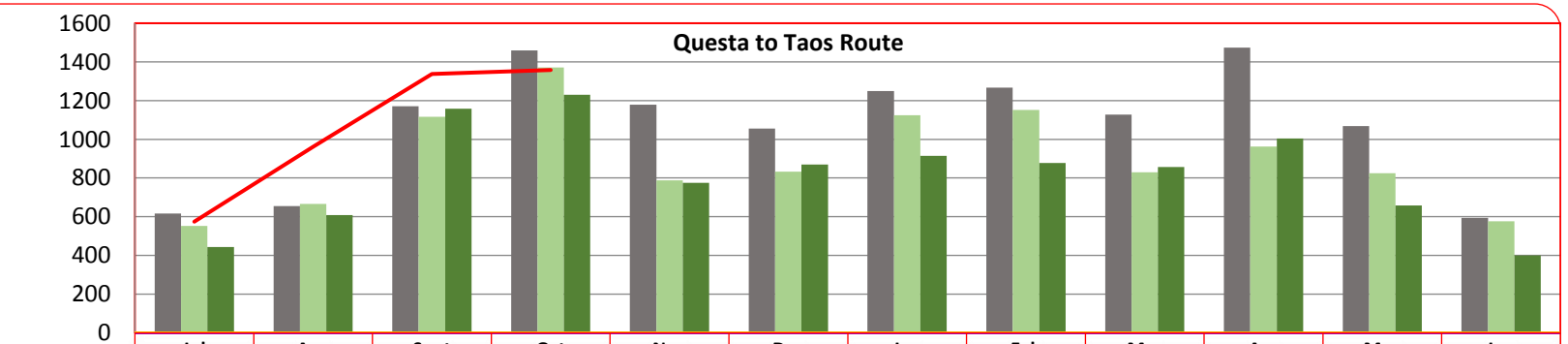
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
FY 12-13	25935	26841	21732	26777	20508	16704	19235	17881	19820	21259	25775	26679
FY13-14	31,048	31,690	31,001	27,771	22,577	21,251	23,169	23,491	25,908	24,531	25,909	23,747
FY14-15	28,959	32,876	28,899	29,309	21,547	20,576	22,877	25,186	28,586	25,212	24,360	29,229
FY15-16	26,067	20,914	29,077	29,566								

FY12-13= 269,146 / FY13-14= 312,093 / FY14-15= 317,616 / FY15/16= 105,624



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
FY 12-13	15200	16995	15052	17760	15317	13872	16642	15471	16315	17465	17285	15653
FY13-14	17,504	17,934	18,033	19,205	14,792	15,069	17,102	17,380	18,719	19,804	18,021	16,187
FY14-15	17,415	17,419	17,781	17,843	13,155	14,933	14,545	15,134	14,578	13,983	13,087	14,447
FY15-16	19,899	21,768	23,498	22,962								

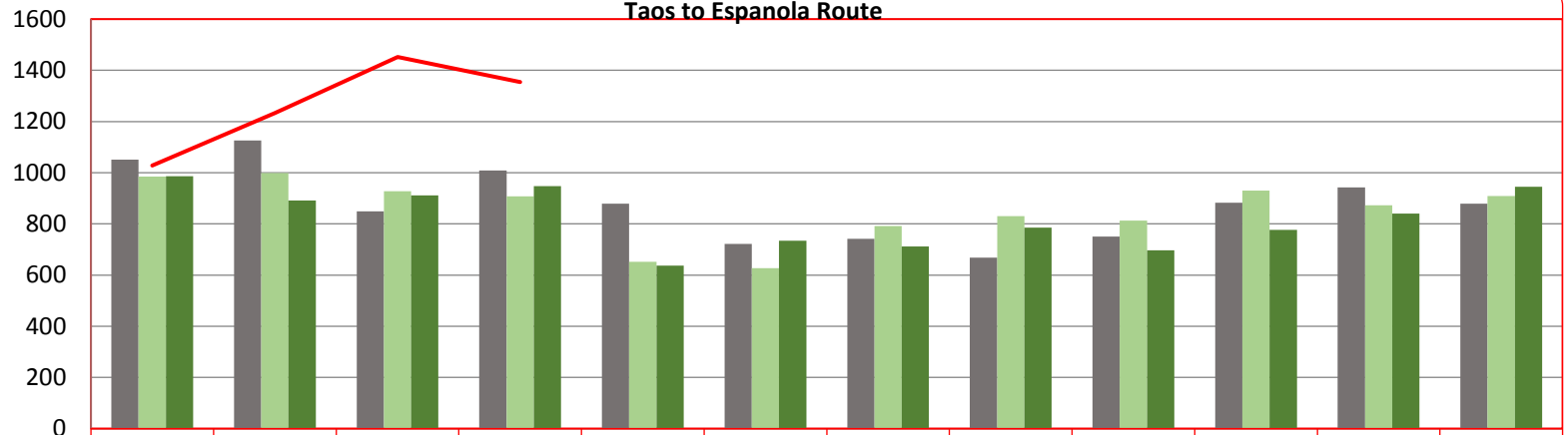
FY12-13= 193,027 / FY13-14= 209,750 / FY14/15= 184,320 / FY15/16= 88,127



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY12/13	616	654	1170	1459	1179	1056	1250	1267	1127	1474	1068	593
FY13/14	552	665	1116	1371	787	833	1125	1151	830	962	824	576
FY14/15	443	608	1158	1230	775	870	915	878	856	1004	657	400
FY15-16	574	960	1338	1358								

FY12-13= 12,913 / FY13-14= 10,792 / FY14/15= 9,794 / FY15/16= 4,230

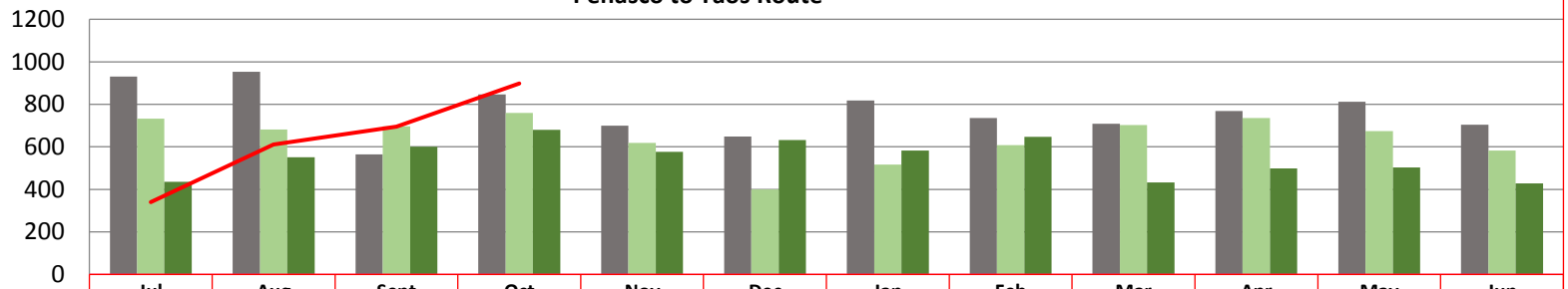
Taos to Espanola Route



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	1051	1126	849	1009	879	722	742	668	750	883	942	879
FY-13/14	985	998	928	907	652	627	792	830	813	930	872	909
FY14-15	986	891	911	948	637	734	712	785	697	776	840	945
FY15-16	1028	1233	1452	1354								

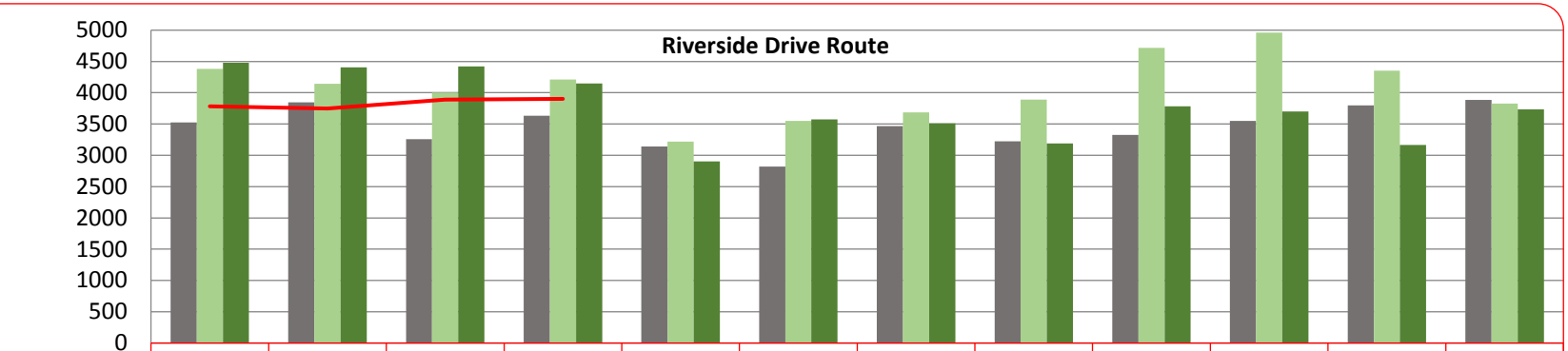
FY12-13= 10,500 / FY13-14= 10,243 / FY14/15= 9,862 / FY15/16= 5,067

Penasco to Taos Route



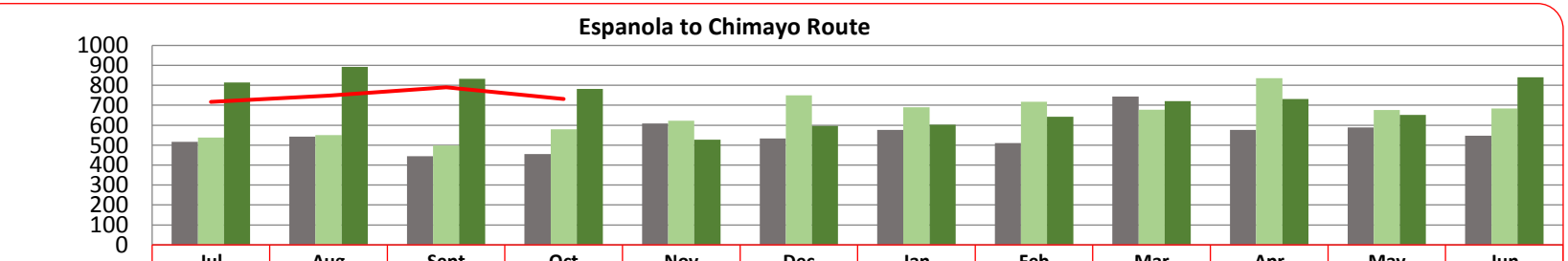
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	930	953	565	847	700	648	818	735	708	769	812	704
FY-13/14	733	681	697	759	618	400	516	608	702	736	674	583
FY14-15	436	551	600	680	576	632	583	647	432	499	503	428
FY15-16	340	611	695	898								

FY12-13= 9,189 / FY13-14= 7,707 / FY14/15= 6,567 / FY15/16= 2,544



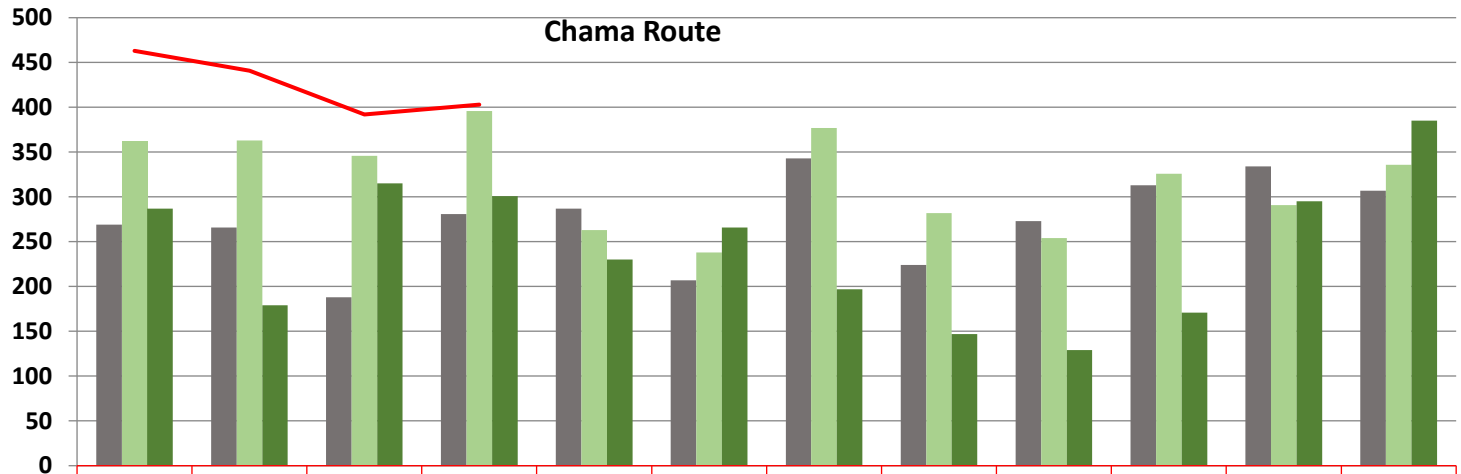
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	3526	3848	3257	3631	3139	2820	3468	3224	3324	3550	3799	3884
FY-13/14	4382	4145	4001	4213	3220	3548	3687	3890	4716	4962	4354	3825
FY14-15	4479	4405	4422	4146	2902	3572	3509	3190	3783	3700	3164	3735
FY15-16	3785	3748	3891	3902								

FY12-13= 41,470 / FY13-14= 48,943 / FY14/15= 45,007 / FY15/16= 15,326



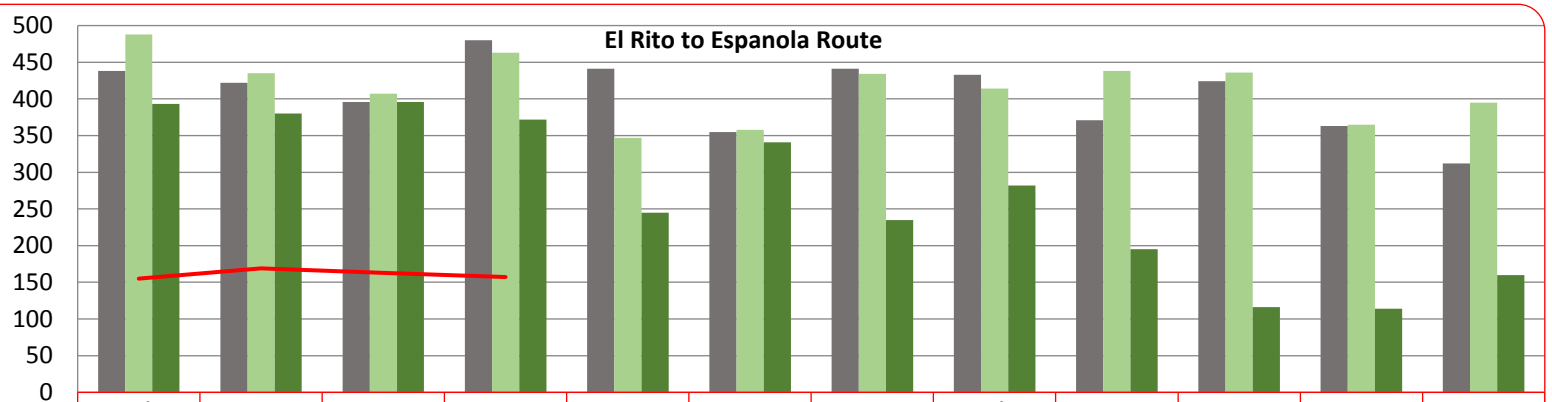
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	517	543	445	455	609	534	576	510	743	576	589	548
FY-13/14	538	550	498	580	622	750	690	718	677	835	676	684
FY14-15	814	892	833	782	528	596	603	642	720	732	651	840
FY15-16	717	748	790	732								

FY12-13= 6,645 / FY13-14= 7,818 / FY14/15= 8,633 / FY15/16= 2,987



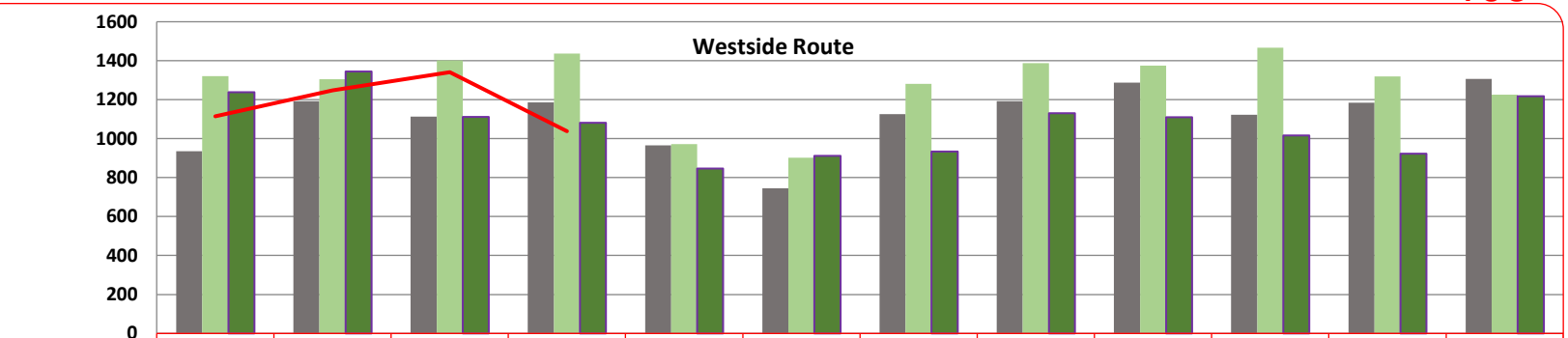
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	269	266	188	281	287	207	343	224	273	313	334	307
FY-13/14	362	363	346	396	263	238	377	282	254	326	291	336
FY-14/15	287	179	315	301	230	266	197	147	129	171	295	385
FY-15/16	463	441	392	403								

FY12-13= 3,292 / FY13-14= 3,834 / FY14/15= 2,902 / FY15/16= 1,699



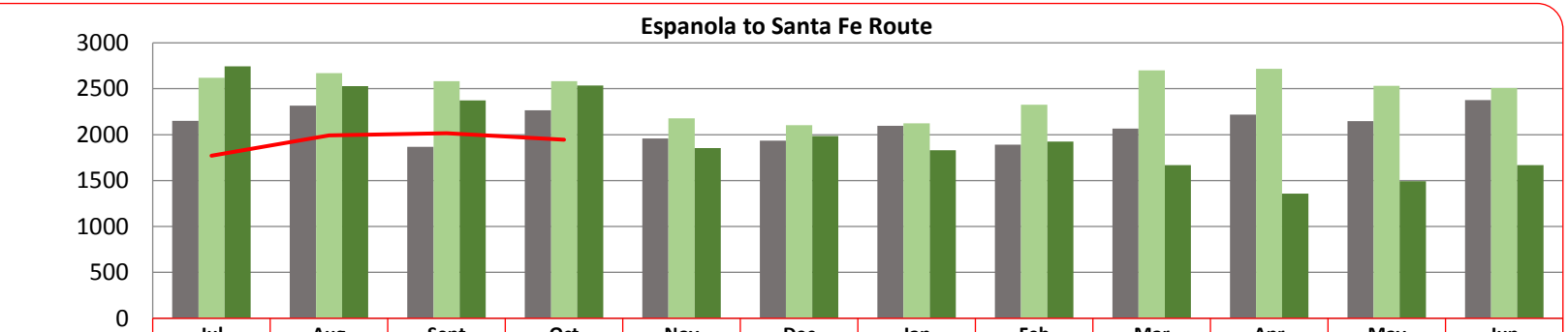
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	438	422	396	480	441	355	441	433	371	424	363	312
FY-13/14	488	435	407	463	347	358	434	414	438	436	365	395
FY14/15	393	380	396	372	245	341	235	282	195	116	114	160
FY15-16	155	169	163	157								

FY12-13= 4,876 / FY13-14= 4,980 / FY14/15= 3,229 / FY15/16= 644



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	936	1193	1113	1186	966	745	1125	1193	1288	1123	1184	1307
FY-13/14	1321	1305	1402	1437	972	902	1281	1388	1374	1467	1319	1225
FY14/15	1239	1345	1111	1082	846	912	933	1130	1110	1016	923	1217
FY15-16	1114	1248	1341	1038								

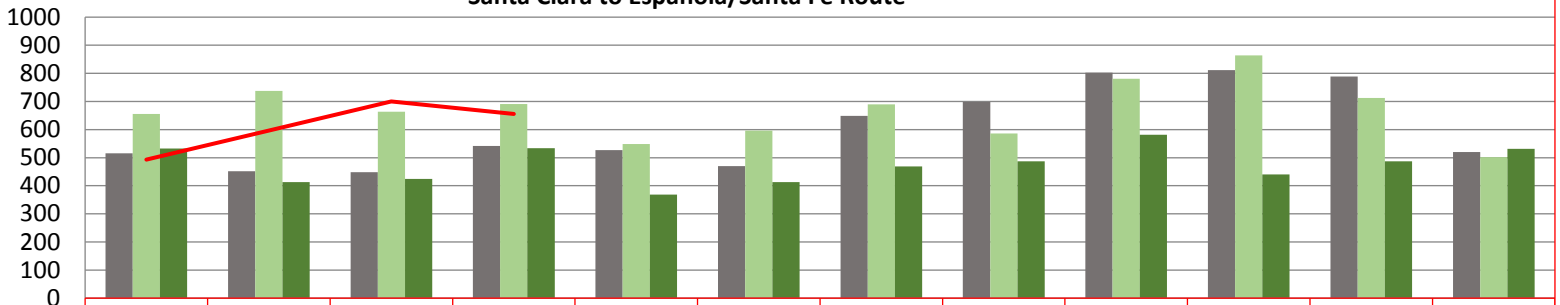
FY12-13= 13,359 / FY13-14= 15,393 / FY14-15= 12,864 / FY15-16= 4,741



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY 12/13	2151	2316	1867	2265	1960	1934	2096	1890	2067	2217	2146	2377
FY 13/14	2620	2671	2583	2583	2179	2102	2123	2325	2700	2718	2531	2508
FY14/15	2744	2529	2374	2536	1855	1987	1831	1925	1670	1357	1494	1670
FY15-16	1771	1993	2016	1945								

FY12-13= 25,286 / FY13-14= 29,643 / FY14-15= 23,972 / FY15-16= 7,725

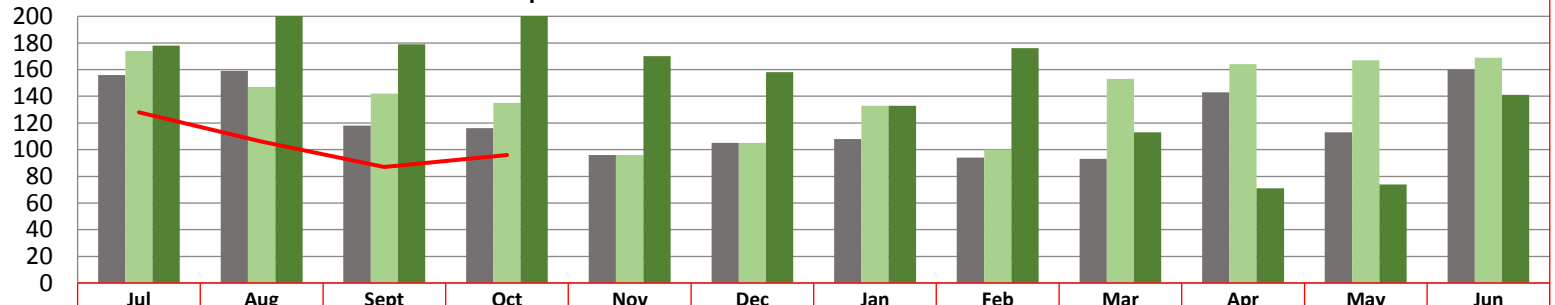
Santa Clara to Espanola/Santa Fe Route



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	515	452	448	542	527	470	649	699	802	812	789	520
FY-13/14	655	737	663	691	549	596	690	586	781	864	713	502
FY14/15	532	413	424	534	369	413	469	487	581	440	487	531
FY15-16	493	596	700	655								

FY12-13 =7,225 /FY13-14= 8,027 / FY14-15= 5,680 / FY15-16= 2,444

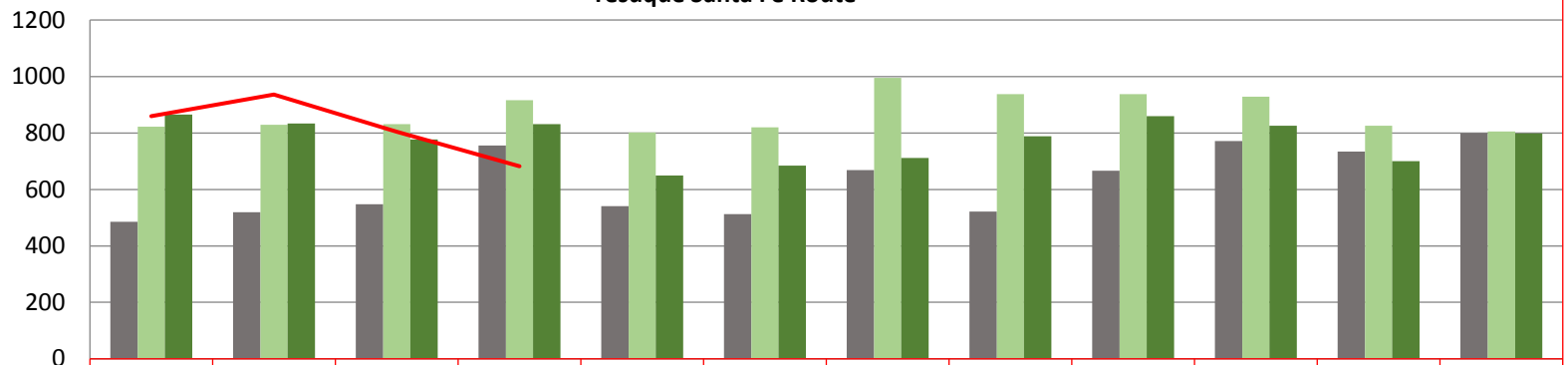
Espanola to Los Alamos Route



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	156	159	118	116	96	105	108	94	93	143	113	160
FY-13/14	174	147	142	135	96	105	133	100	153	164	167	169
FY-14/15	178	217	179	210	170	158	133	176	113	71	74	141
FY-15/16	128	106	87	96								

FY12-13 = 1,461 / FY13-14= 1,685 / FY14-15= 1,820 / FY15-16= 417

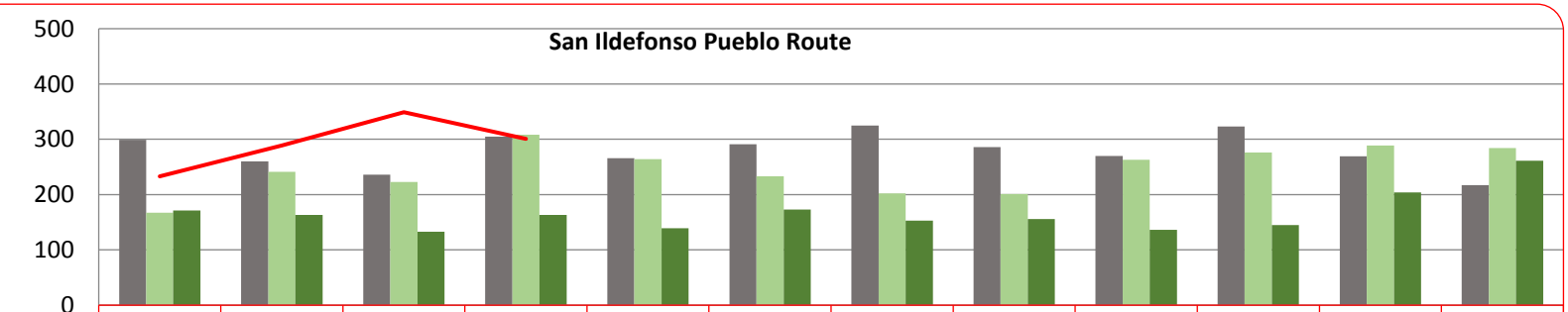
Tesuque Santa Fe Route



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	485	519	548	756	541	513	669	522	666	771	734	800
FY-13/14	822	829	831	916	802	820	995	937	938	928	825	805
FY14/15	865	834	777	831	649	684	711	788	860	825	700	798
FY15-16	859	936	804	682								

FY12-13 = 7,524 / FY13-14= 10,448 / FY14-15= 9,322 FY15-16= 3,281

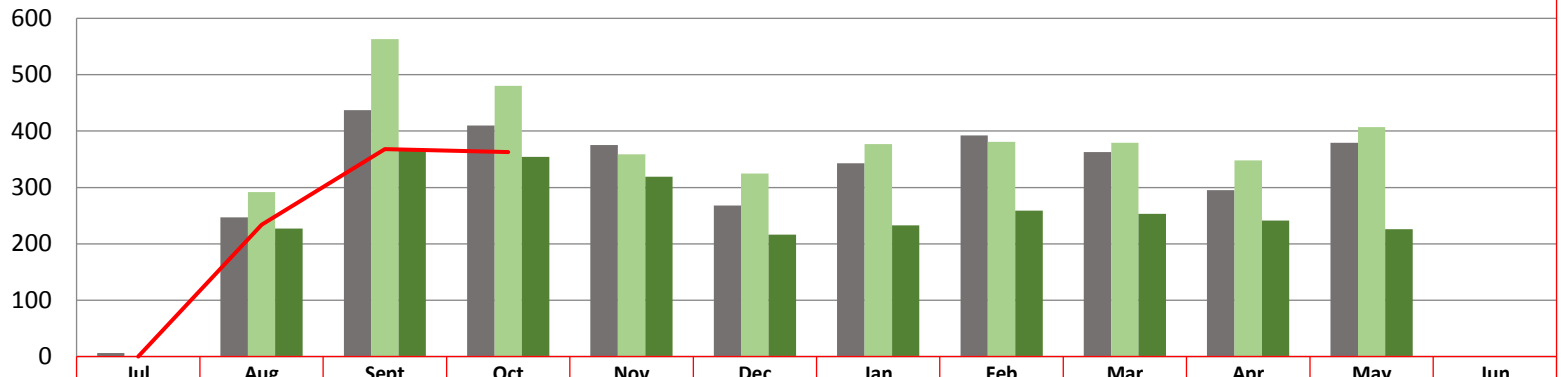
San Ildefonso Pueblo Route



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	299	260	236	305	266	291	325	286	270	323	269	217
FY-13/14	167	241	223	308	264	233	202	201	263	276	289	284
FY14/15	171	163	133	163	139	173	153	156	136	145	204	261
FY15-16	233	289	349	301								

FY12-13= 3,347/ FY13-14= 2,951 / FY14-15= 1,997 / FY15-16= 1,172

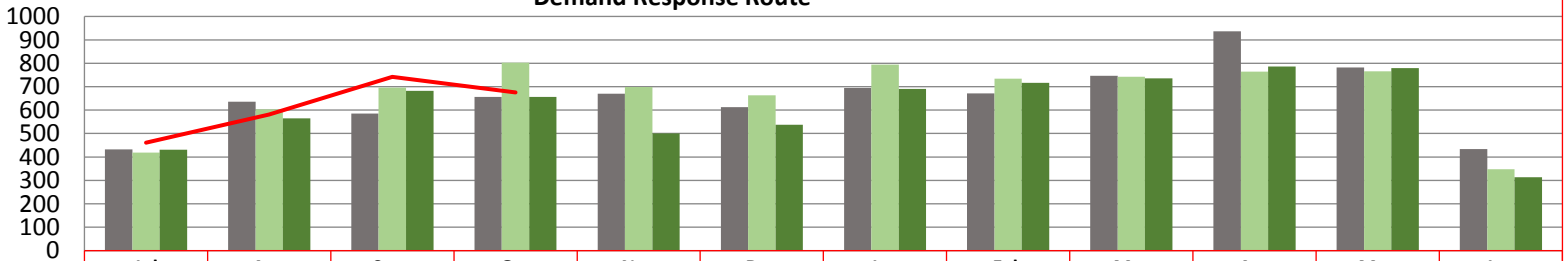
Demand Response Pojoaque Students



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	6	247	437	410	375	268	343	392	363	295	379	0
FY-13/14	0	292	563	480	359	325	377	381	379	348	407	0
FY14/15	0	227	367	354	319	216	233	259	253	241	226	0
FY15-16	0	234	368	363								

FY12-13= 3,515 / FY13-14 = 3,911 / FY14-15= 2,695 / FY15-16= 965

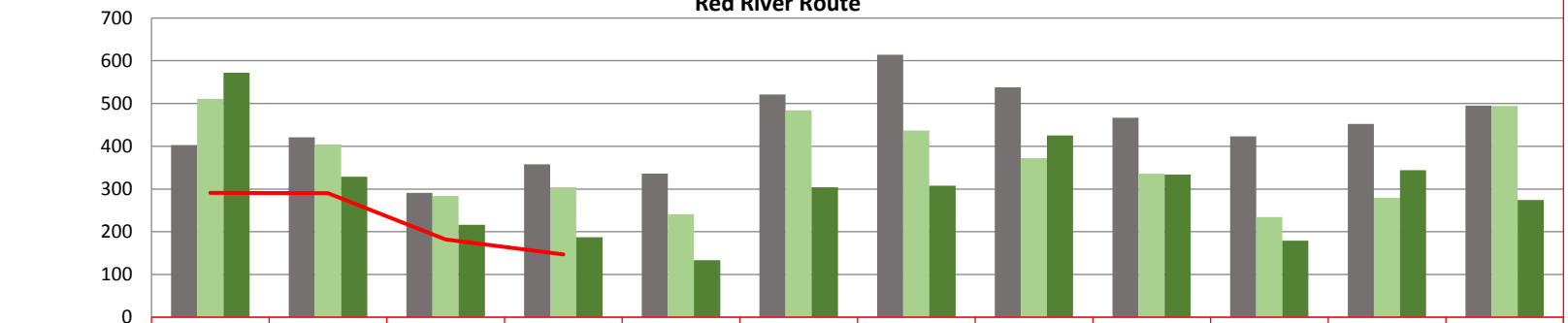
Demand Response Route



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	432	636	586	656	670	613	695	671	747	937	782	434
FY-13/14	418	603	696	802	699	663	794	734	743	764	766	348
FY14/15	431	565	683	656	500	538	691	717	736	786	780	314
FY15-16	461	581	742	675								

FY12-13= 7,849 / FY13-14= 8,030 / FY14-15= 7,028 / FY15-16= 2,459

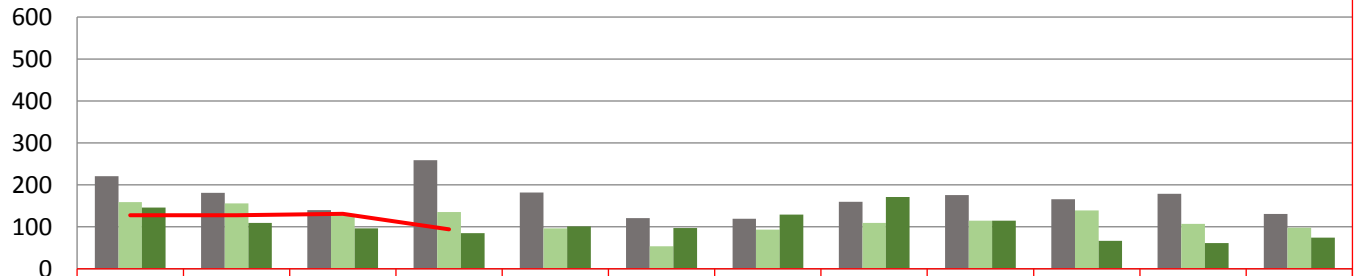
Red River Route



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	403	421	291	358	336	521	614	538	467	423	452	495
FY-13/14	511	404	284	304	241	484	437	372	336	234	279	494
FY14/15	572	329	216	187	133	304	308	425	334	179	344	274
FY15-16	291	290	182	147								

FY12-13= 5,319 / FY13-14= 4,380 / FY14-15= 3,605 / FY15-16= 910

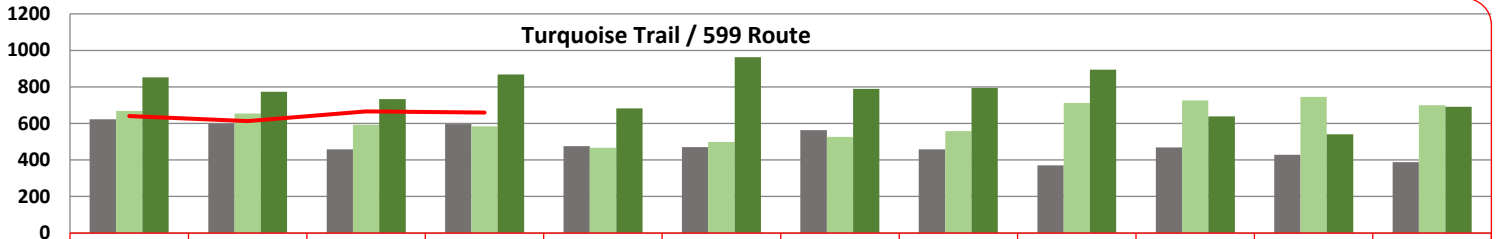
Pojoaque/Nambe Dial-A-Ride Route



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	221	181	140	259	182	121	119	160	176	166	179	131
FY-13/14	159	156	128	135	96	54	93	109	115	139	107	98
FY14/15	146	109	96	85	101	97	129	171	115	67	61	74
FY15-16	128	128	131	94								

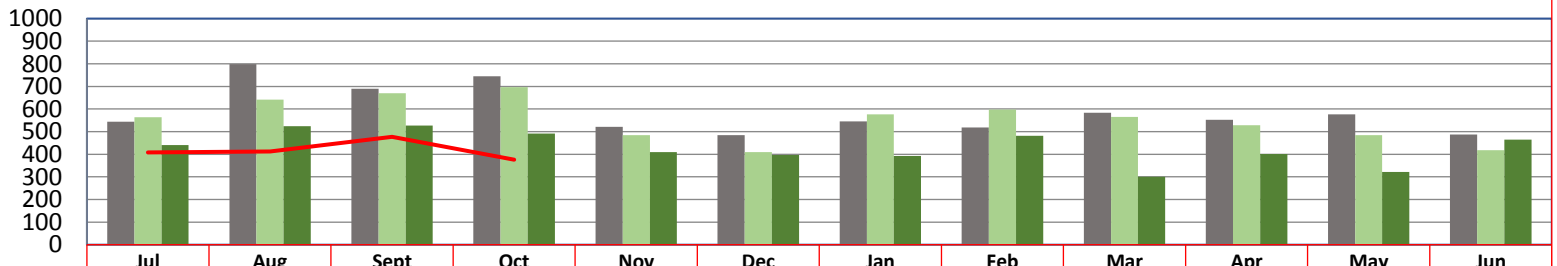
FY12-13= 2,035 / FY13-14= 1,389 / FY 14-15= 1,221 / FY15-16= 481

Pojoaque Route has been changed to Pojoaque Dial A Ride effective 03/16/2015.



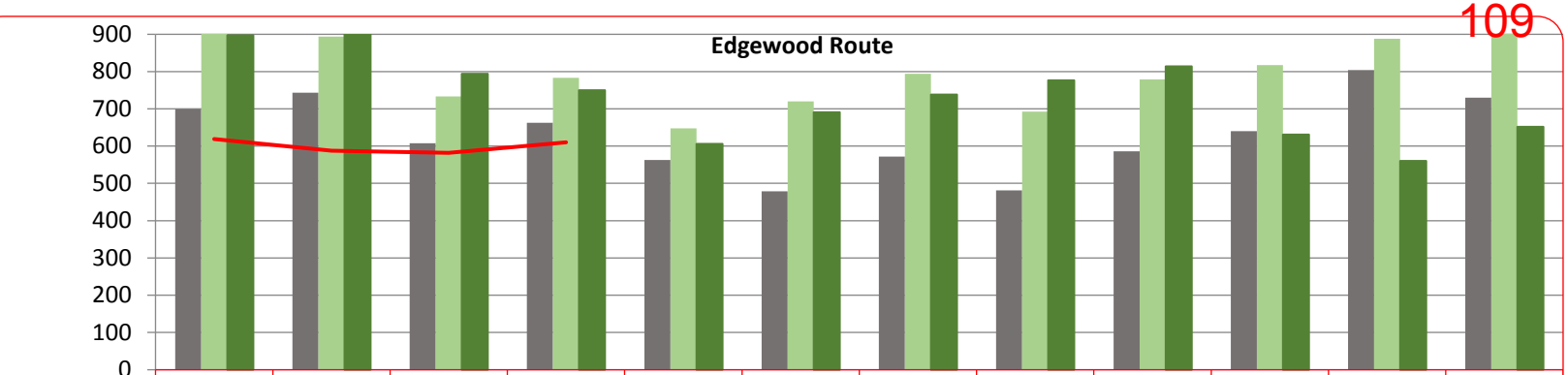
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	623	598	458	596	475	470	563	458	371	469	429	389
FY-13/14	669	655	594	585	467	498	526	559	713	727	745	700
FY14/15	852	773	733	869	682	962	789	795	894	638	541	692
FY15-16	641	613	666	660								

FY12-13= 5,899 / FY13-14= 7,438 / FY14-15= 9,220 / FY15-16= 2,580



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	544	799	689	745	521	484	546	518	584	552	576	487
FY-13/14	564	642	670	697	485	409	576	598	565	528	484	418
FY14/15	441	524	527	492	410	397	393	482	300	401	322	465
FY15-16	408	412	477	376								

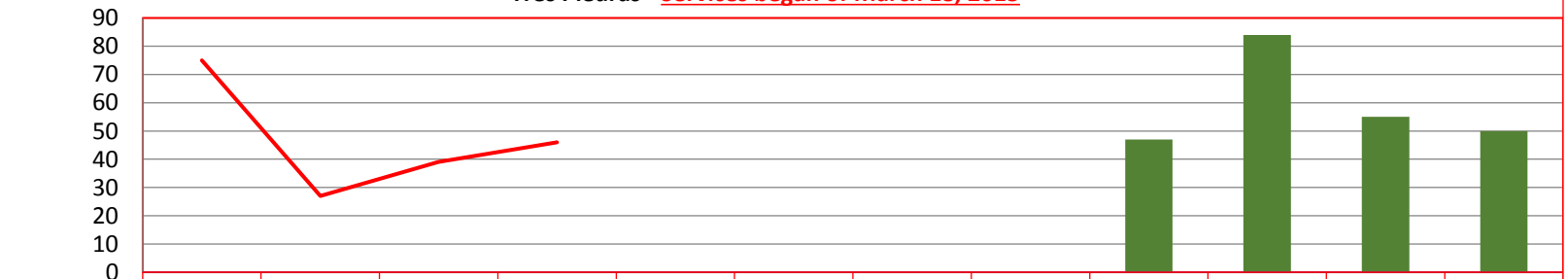
FY12-13= 7,045 / FY13-14= 6,636 / FY14-15= 5,154 / FY15-16= 1,673



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	699	743	608	663	563	479	572	481	586	640	804	730
FY-13/14	933	894	733	783	648	720	794	693	779	817	888	930
FY14/15	897	912	794	750	606	691	738	777	814	631	560	652
FY15-16	619	588	582	610								

FY12-13= 7,568 / FY13-14= 9,612 / FY14-15= 8,822 / FY15-16= 2,399

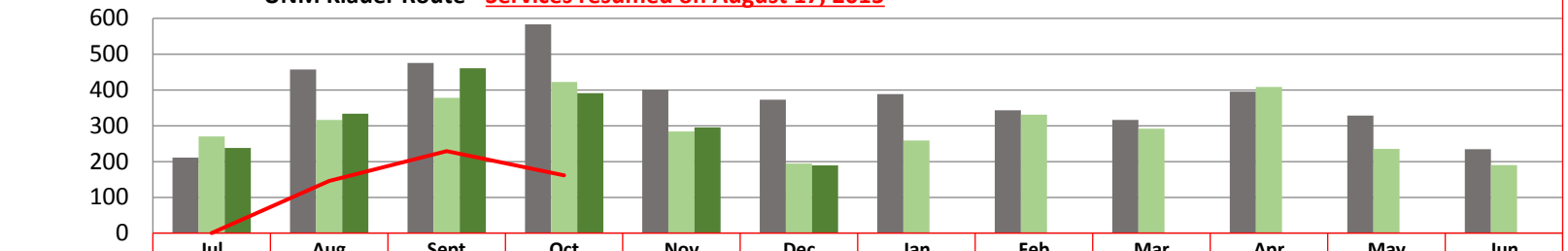
Tres Piedras - Services began of March 18, 2015



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY14-15	0	0	0	0	0	0	0	0	47	84	55	50
FY15-16	75	27	39	46								

FY14/15= 236 FY15/16= 187

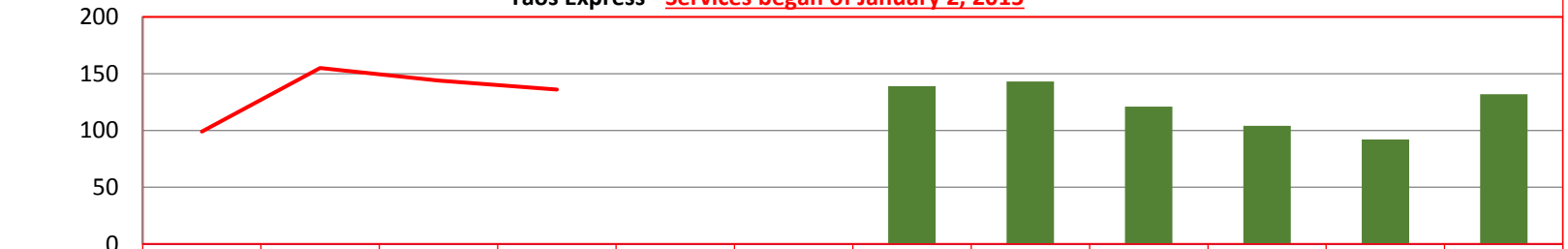
UNM Klauer Route - Services resumed on August 17, 2015



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	211	457	475	583	401	373	388	343	316	395	328	234
FY-13/14	270	316	378	422	284	194	259	331	292	408	235	190
FY-14/15	238	334	461	391	295	189	0	0	0	0	0	0
FY 15/16	0	146	229	161								

FY11-12= 3,197 / FY12-13= 4,504 / FY13-14= 3,579 / FY14/15= 1,908 FY15/16= 536

Taos Express - Services began of January 2, 2015



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY14/15	0	0	0	0	0	0	139	143	121	104	92	132
FY15-16	99	155	144	136								

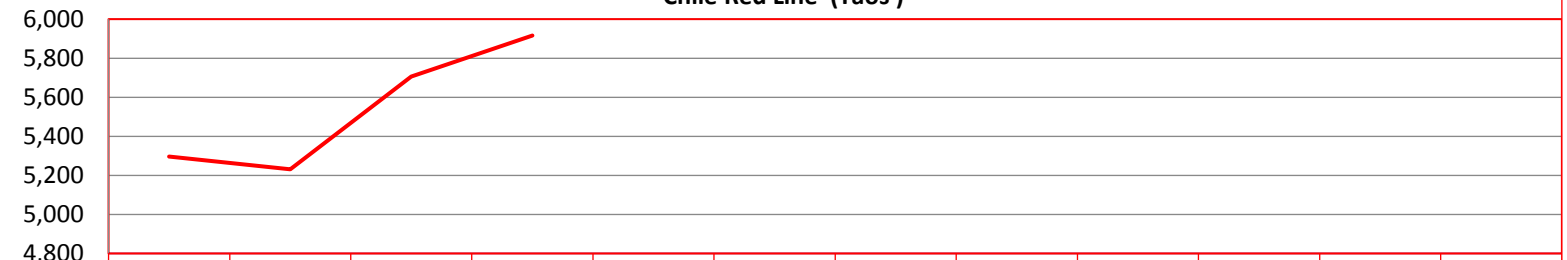
FY14/15= 731 FY15/16= 534

Special Events

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY14-15	0	0	0	0	0	0	0	0	0	0	0	105
FY15-16												

FY14/15= 105 FY15/16=

Chile Red Line (Taos)



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY15-16	5,297	5,231	5,706	5,916								

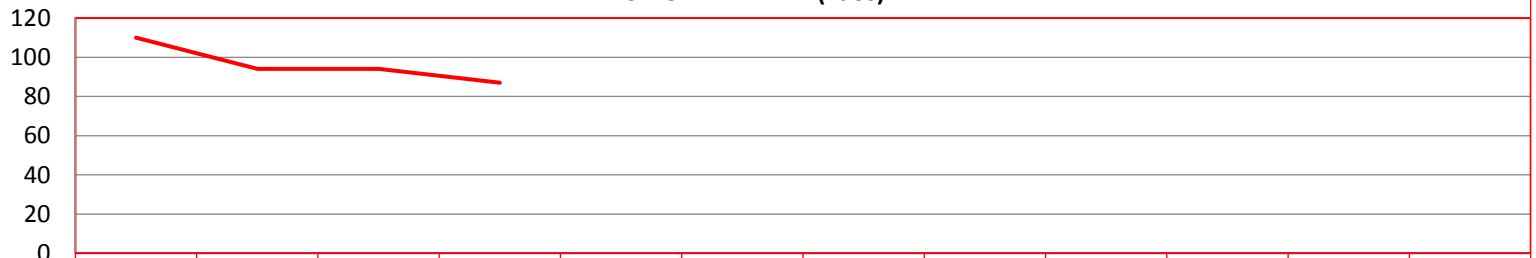
FY15/16= 22,150

Deadhead

	July	August	September	October	November	December	January	February	March	April	May	June
FY15/16	94	175	97	103								

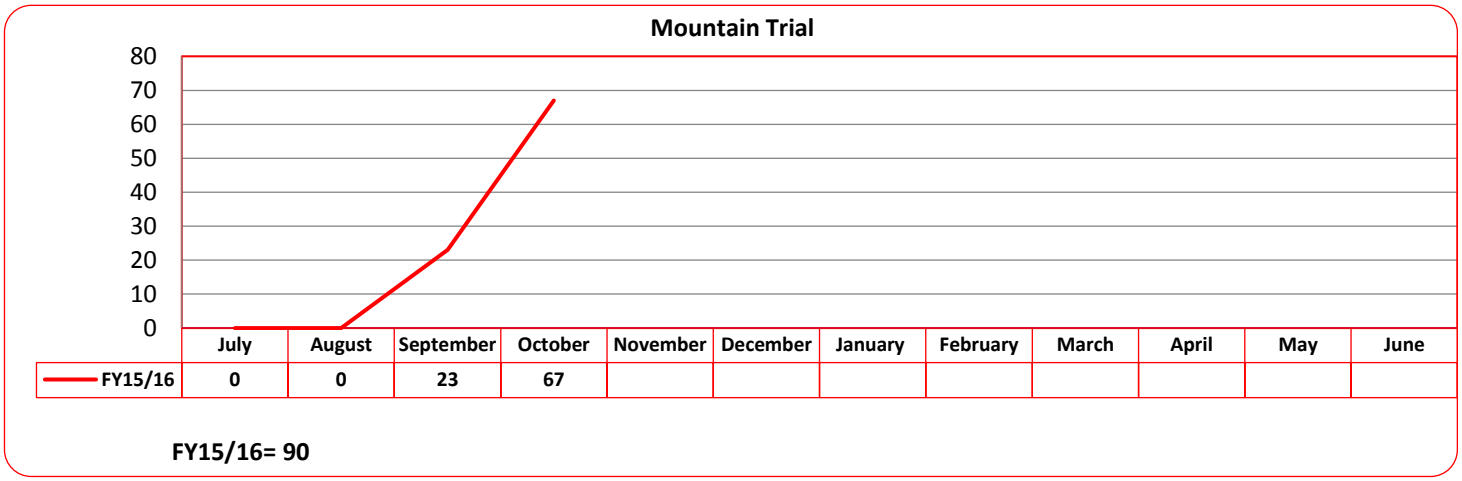
FY15/16= 469

Chile RIDE - ADA (Taos)



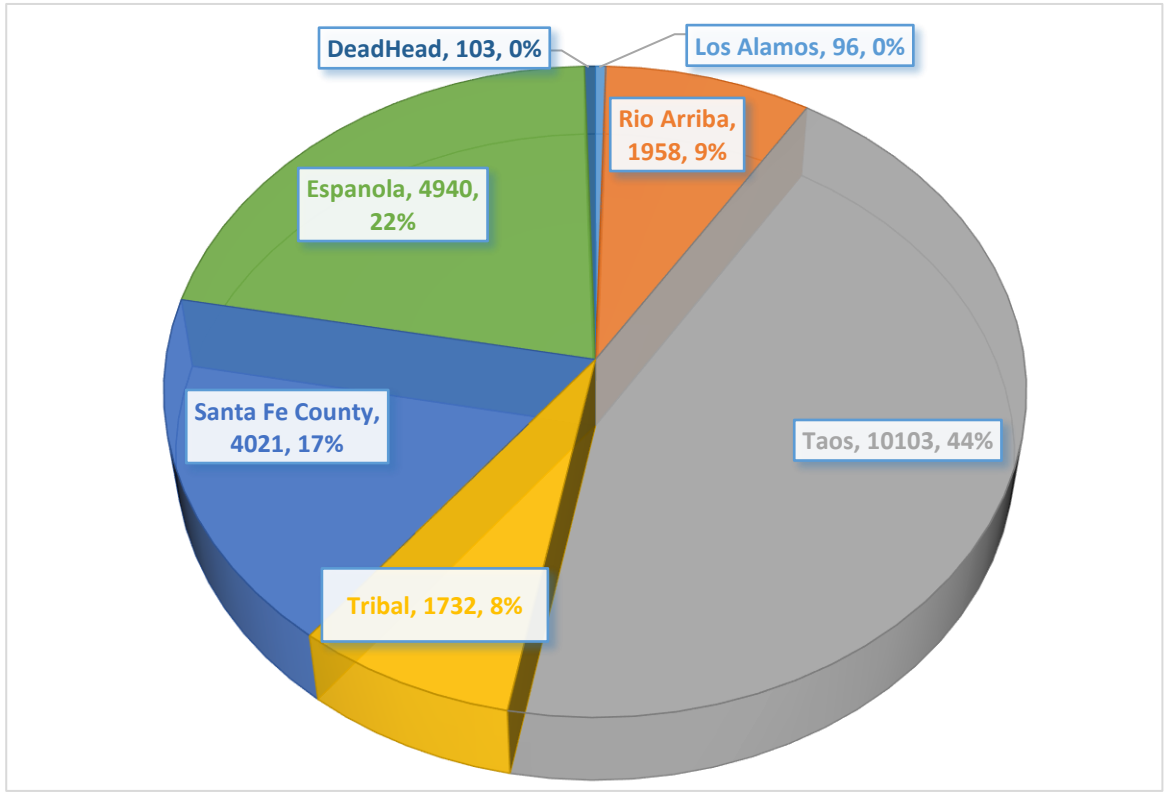
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY15/16	110	94	94	87								

FY15/16= 385

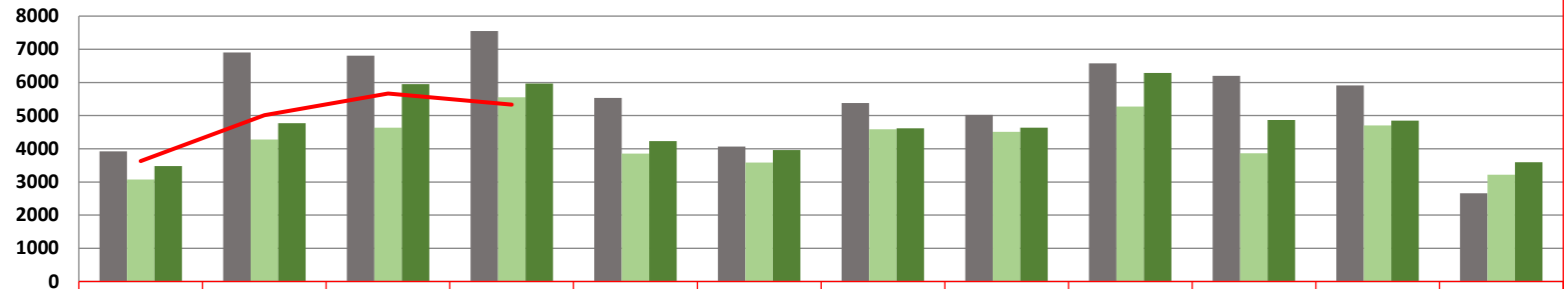


	July	August	September	October	November	December	January	February	March	April	May	June
FY15/16	0	0	23	67								

FY15/16= 90



Los Alamos Enhanced

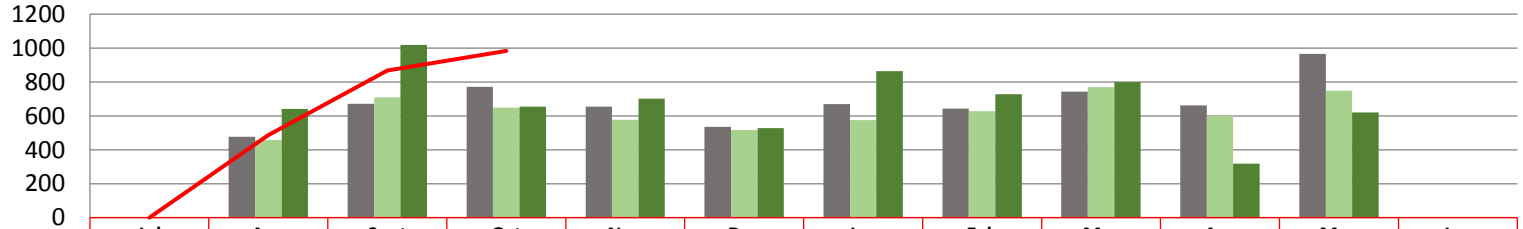


	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	3920	6907	6809	7549	5529	4072	5381	5021	6572	6196	5908	2659
FY-13/14	3075	4278	4637	5556	3851	3588	4592	4508	5273	3869	4705	3216
FY14/15	3481	4772	5945	5965	4231	3965	4614	4635	6284	4868	4852	3592
FY15-16	3629	5016	5666	5335								

FY12-13= 66,523 / FY13-14= 51,148 / FY14-15= 57,204 / FY15-16= 19,646

Los Alamos Route 11 formerly route 10

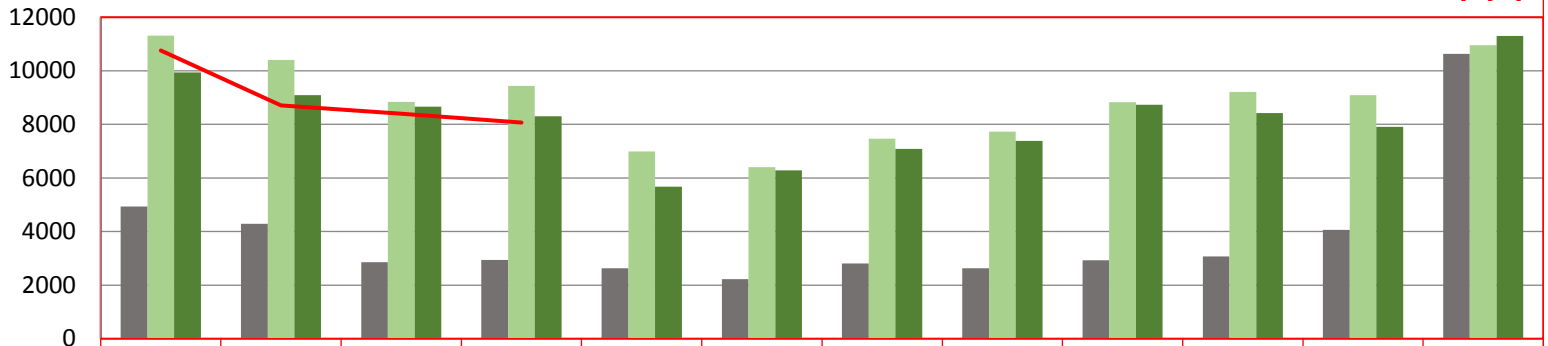
June-Route 10 didn't run due to fire



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	0	477	672	771	655	536	669	642	742	662	966	0
FY-13/14	0	458	709	649	576	517	575	627	770	601	748	0
FY14/15	0	641	1019	655	701	527	864	727	799	319	621	0
FY15-16	0	487	868	983								

FY12-13= 6,792 / FY 13-14= 6,230 / FY14-15 = 6,873 / FY15-16= 2,338

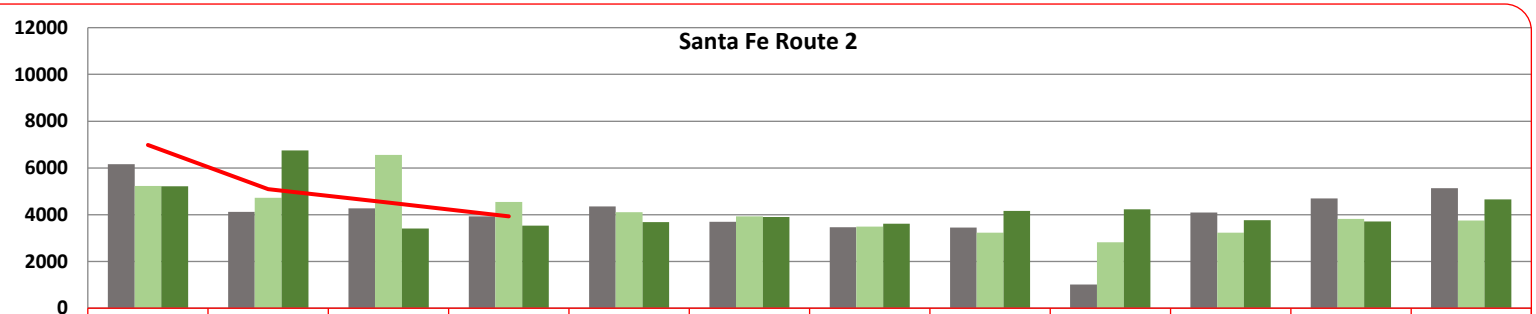
Los Alamos Route 2



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	4936	4294	2859	2937	2628	2217	2808	2630	2924	3068	4068	10639
FY-13/14	11310	10405	8837	9433	6994	6408	7464	7736	8834	9206	9092	10952
FY14/15	9937	9092	8663	8308	5673	6280	7083	7387	8733	8418	7908	11297
FY15-16	10760	8705	8395	8069								

FY12-13= 46,008 / FY13-14= 106,671 / FY14-15= 98,779 / FY15-16= 35,929

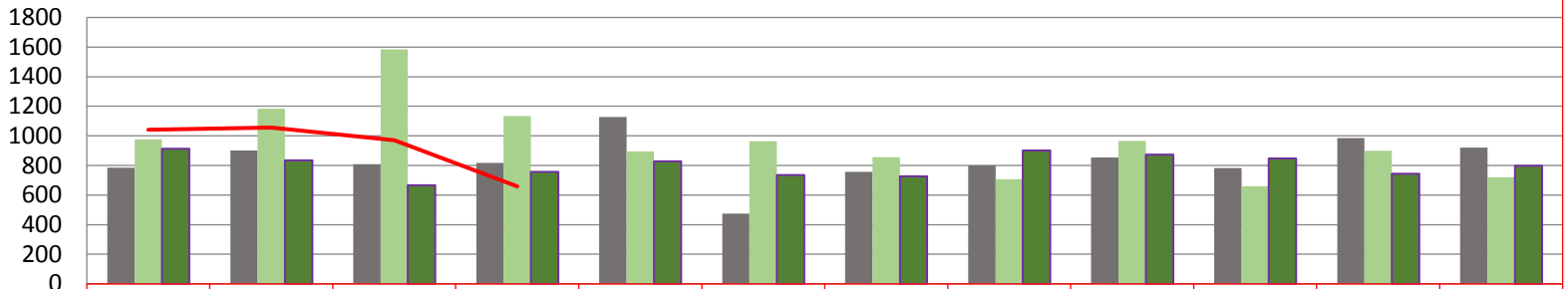
Santa Fe Route 2



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	6160	4116	4276	3929	4348	3700	3457	3447	1016	4094	4700	5139
FY-13/14	5224	4716	6556	4539	4099	3934	3483	3229	2824	3224	3822	3743
FY-14/15	5218	6743	3404	3534	3685	3902	3615	4163	4224	3760	3711	4647
FY - 15/16	6982	5089	4519	3928								

FY12-13= 48,382 / FY13-14= 49,393 / FY14-15= 50,606 / FY15-16= 20,518

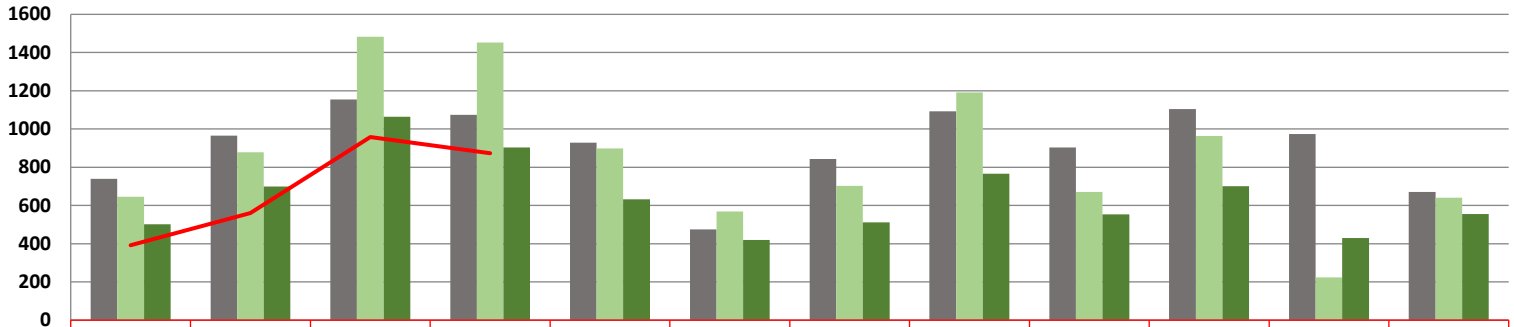
Santa Fe Route 4



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	785	902	808	818	1128	475	757	801	854	782	985	920
FY-13/14	976	1183	1585	1135	894	963	855	707	967	659	899	720
FY14/15	913	835	667	756	829	736	726	902	873	848	743	798
FY15-16	1041	1056	970	659								

FY12-13= 10,015 / FY13-14= 11,543 / FY14-15= 9,626 / FY15-16= 3,726

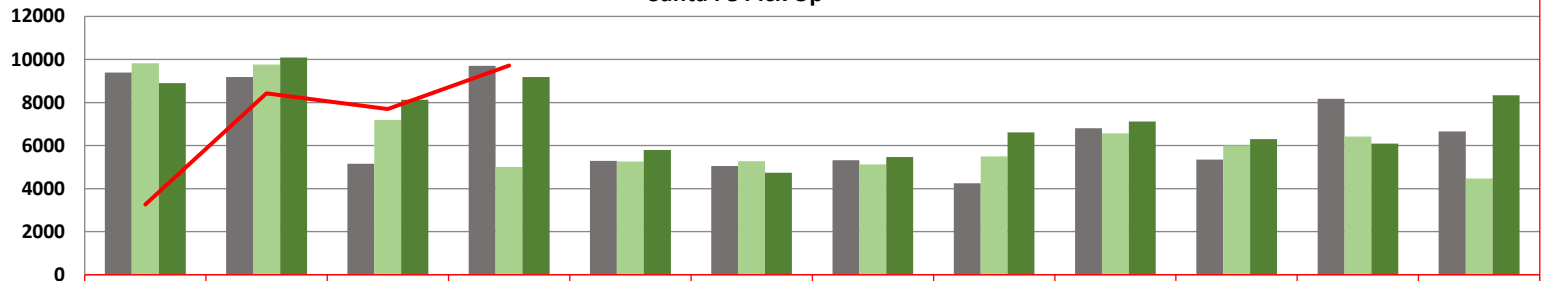
Santa Fe Route 22



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY-12/13	739	965	1155	1074	928	475	844	1092	904	1105	973	671
FY-13/14	645	879	1483	1453	899	568	703	1191	670	963	223	641
FY14/15	502	699	1065	904	633	420	511	766	553	701	429	556
FY15-16	392	561	958	874								

FY12-13= 10,925 / FY13-14= 10,318 / FY14-15= 7,739 / FY15-16= 2,785

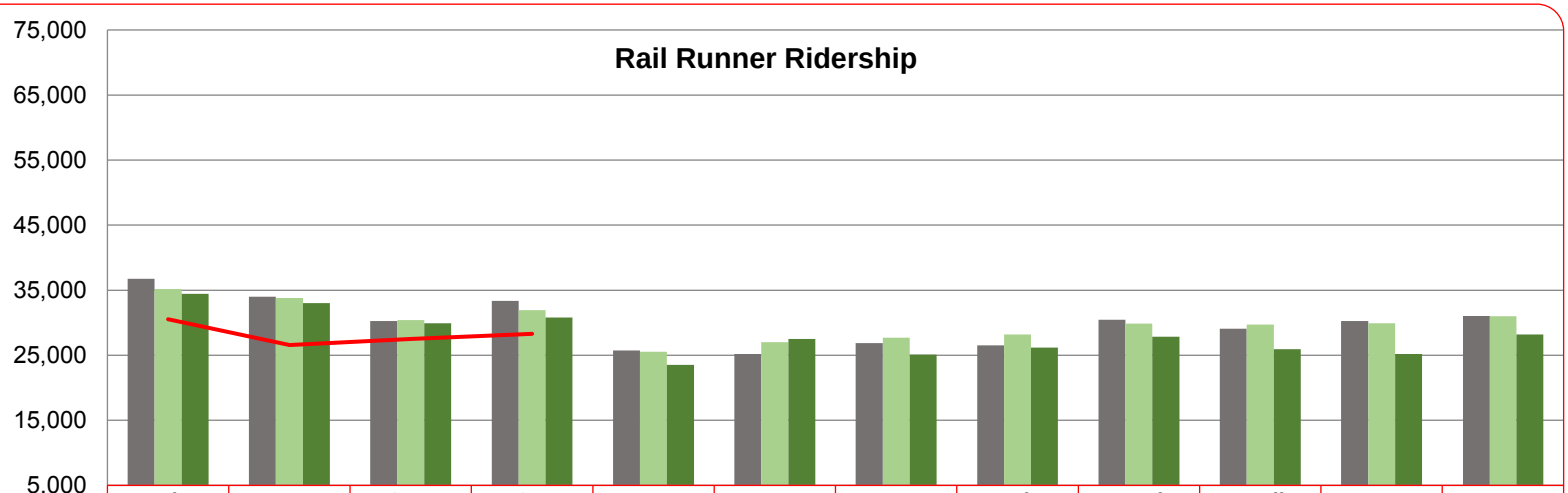
Santa Fe Pick Up



	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
FY- 12/13	9395	9180	5153	9699	5292	5046	5319	4248	6808	5352	8175	6651
FY- 13/14	9818	9771	7194	5006	5264	5273	5120	5493	6570	6009	6420	4475
FY- 14/15	8908	10094	8136	9187	5795	4746	5464	6606	7120	6298	6097	8339
FY-15/16	3263	8431	7701	9718								

FY12-13= 80,318 / FY13-14= 76,413 / FY14-15= 86,790 / FY15-16= 29,113

Rail Runner Ridership



	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
FY-12/13	36,767	33,994	30,270	33,336	25,750	25,194	26,887	26,541	30,434	29,068	30,278	31,021
FY- 13/14	35,176	33,786	30,401	31,949	25,522	27,034	27,692	28,176	29,859	29,724	29,930	31,020
FY- 14/15	34,454	33,020	29,923	30,811	23,537	27,502	25,101	26,186	27,842	25,908	25,200	28,196
FY-15/16	30,534	26,572	27,494	28,305								

FY12-13= 309,115 / FY13-14= 360,269 / FY14-15= 337,680 / FY15-16= 112,905